

ORDER FOR SUPPLIES OR SERVICES						PAGE OF PAGES	
IMPORTANT: Mark all packages and papers with contract and/or order numbers.						1	88
1. DATE OF ORDER 09/30/2011		2. CONTRACT NO. (If any) HSHQDC-06-D-00065		8. SHIP TO:			
3. ORDER NO. HSSCCG-11-J-00332		4. REQUISITION/REFERENCE NO. OIT110012 & TFM110151		a. NAME OF CONSIGNEE Department of Homeland Security			
5. ISSUING OFFICE (Address correspondence to) USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403				b. STREET ADDRESS US Citizenship & Immigrations Svcs Office of Information Technology Information Security Division 131 M Street, NE, 7th Flr			
				c. CITY Washington		d. STATE DC	e. ZIP CODE 20529
7. TO:				f. SHIP VIA			
a. NAME OF CONTRACTOR BURKE CONSORTIUM INC				8. TYPE OF ORDER			
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR:		<input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 5500 CHEROKEE AVENUE SUITE 510				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY ALEXANDRIA							
e. STATE VA				f. ZIP CODE 223122321			
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE Department of Homeland Security			
11. BUSINESS CLASSIFICATION (Check appropriate box(es))						12. F.O.B. POINT Destination	
<input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS							
13. PLACE OF			14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Multiple		16. DISCOUNT TERMS Net 30
a. INSPECTION Destination		b. ACCEPTANCE Destination					
17. SCHEDULE (See reverse for Rejections)							
ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)	
	DUNS Number: 101906972+0000 This task order is issued on a Time & Materials basis with Firm-Fixed Priced items under the terms and conditions of DHS EAGLE Contract HSHQDC-06-D-00065. Continued ...						
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages) <div style="border: 2px solid black; width: 150px; height: 100px; margin: 0 auto;"></div> 17(i) GRAND TOTAL	
21. MAIL INVOICE TO:							
a. NAME SEE INVOICING INSTRUCTIONS							
b. STREET ADDRESS (or P.O. Box) ON PAGE 85 (b)(4)							
c. CITY		d. STATE		e. ZIP CODE			
22. UNITED STATES OF AMERICA BY (Signature) <div style="font-size: 2em; font-family: cursive;">Ned R. Ross 30 Sept 11</div>				23. NAME (Typed) Ned R. Ross TITLE: CONTRACTING/ORDERING OFFICER			

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>All time and materials CLINS and Option CLINS contained in the schedule are not to exceed CLINS and the contractor exceeds those CLIN amounts at their risk. The contractor shall notify the Government when 75% of the funds have been expended under this Task Order.</p> <p>AAP Number: 64847 DO/DPAS Rating: NONE</p> <p>Period of Performance: 09/30/2011 to 09/25/2015</p> <p>Base Year Period of Performance is 9/30/2011 to 9/29/2012</p>				(b)(4)	
0001	<p>BASE YEAR - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD).</p> <p>(Not Separately Priced)</p>	1	EA			
0001AA	<p>BASE YEAR - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services described in PWS Section 5.1, FISMA Technical Services, for Transformation Program Office (TPO) in accordance with the labor hour schedule on page 21 . Maximum labor hours (Time) not to exceed 7,680 hours.</p> <p>Accounting Info: FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00-00 GE-25-88-00 000000</p> <p>Funded: (b)(4)</p>					
0001AB	<p>BASE YEAR - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Office of Information Technology (OIT) in accordance with the the labor hour schedule</p> <p>Continued ...</p>					

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OF FORM 346 (REV. 4-2000)
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	on page 22. Maximum labor hours (Time) not to exceed 26,880 hours. Accounting Info: FEGFSB0 000 EX 20-01-00-000 23-20-0300-00-00-00-00 GE-25-84-00 000000 (b)(4) Funded: 				(b)(4)	
0001AC	BASE YEAR - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 23. Maximum labor hours (Time) not to exceed 7,680 hours. Accounting Info: FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00-00 GE-25-88-00 000000 Funded: (b)(4)					
0001AD	BASE YEAR - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.3, IT Security Auditing Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 23. Maximum labor hours (Time) not to exceed 9,600 hours. Accounting Info: FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00-00 GE-25-88-00 000000 Funded: (b)(4)					
0001AE	BASE YEAR - Certification & Accreditation Technical Services - (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Continued ...					
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 0001AA, AB, AC & AD. This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 0001AA, AB, AC & AD T&M Ceiling during the Base Period, to provide for an altered level of effort dictated by unforeseen events during the Base Period and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during the Base Period and to be exercised at the sole discretion of the government. Amount: Option Line Item) (b)(4)				(b)(4)	
0002	BASE YEAR - Certification & Accreditation Technical Services (CATS) - Fixed-Price CLIN - Contractor to provide services described in Section 5.4, Infrastructure Change Control Board Technical Services, of the PWS. Allocation of work is shown in the following sub-CLINs (AA & AB). Accounting Info: FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00-00 GE-25-88-00 000000 Funded: Accounting Info: (b)(4) FEGFSB0 000 EX 20-01-00-000 23-20-0300-00-00-00-00 GE-25-84-00 000000 Funded: (b)(4)	12	MO			
0002AA	BASE YEAR - Certification & Accreditation Technical Services (CATS), CLIN 0002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 0002 with the heading of Office of Continued ...	1	EA			

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SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011
CONTRACT NO. HSHQDC-06-D-00065

ORDER NO. HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Information Technology (OIT). (Not Separately Priced)				(b)(4)	
0002AB	BASE YEAR - Certification & Accreditation Technical Services (CATS), CLIN 0002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 0002 with the heading of Transformation Program Office (TPO). (Not Separately Priced)	1	EA			
0002AC	BASE YEAR - Certification & Accreditation Technical Services, (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 0002. This option item allows for up to a 20% increase in the fixed price amount for Infrastructure Change Control Board, CLIN 0002, to provide for an altered level of effort dictated by unforeseen events during the Base Period and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during the Base Period and will be exercised at the sole discretion of the government. Amount: <input type="text"/> Option Line Item (b)(4)					
0003	BASE YEAR - ODC - Materials & Travel, to include all material handling fees authorized in DHS EAGLE Contract. NTE: <input type="text"/> (b)(4) Accounting Info: FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00-00 GE-25-88-00 Continued ...					

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HS HQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	000000 Funded: [REDACTED] (b)(4) Accounting Info: FEGFSB0 000 EX 20-01-00-000 23-20-0300-00-00-00-00 GE-25-84-00 000000 Funded: [REDACTED] (b)(4)					
0003AA	BASE YEAR - ODC - Materials & Travel - (Option Item) - This option item allows for a 20% increase to the ODC - Materials & Travel, CLIN 0003, during the Base Period and and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during the Base Period and will be exercised at the sole discretion of the government. NTE: [REDACTED] Amount [REDACTED] Option Line Item) (b)(4)				0.00	
0004	BASE YEAR OPTION - DHS Network Connectivity Authority to Operate (ATO) In the event the CATS Contractor's facility(ies) do not have required connectivity to the DHS network, the Contractor will be required to assist DHS in establishing network connectivity at the contractor's facility(ies) via a direct circuit connection (e.g. wide area network circuit). The total cost for establishing network connectivity for one or more Contractor site(s) shall not exceed [REDACTED] inclusive of all labor and materials costs. The Contracting Officer will request from the Contractor a cost proposal prior to the execution and authorization of work associated with establishing the required DHS Network Connectivity and Authority to Operate at the Contractor's facility(ies). This Option will only be available during the Base Period and will be exercised at the sole discretion of the government. If exercised this CLIN will be priced on a Time & Materials Basis. Continued ...	1	EA		0.00	
(b)(4)						

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011 CONTRACT NO. HSHQDC-06-D-00065

ORDER NO. HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Amount: \$0.00 (Option Line Item) (Not Separately Priced)					
	Option 1 Period of Performance is 9/30/2012 to 9/29/2013					
1001	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD). This optional CLIN will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
1001AA	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services described in PWS Section 5.1, FISMA Technical Services, for Transformation Program Office (TPO) in accordance with the labor hour schedule on page 26. Maximum labor hours (Time) not to exceed 7,680 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4) Amount: [REDACTED] Option Line Item)				0.00	
1001AB	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Office of Information Technology (OIT) in accordance with the the labor hour schedule on page 27. Maximum labor hours (Time) not to exceed 26,880 hours. This optional CLIN will be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4) Continued ...				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
1001AC	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 28. Maximum labor hours (Time) not to exceed 7,680 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4) Amount: Option Line Item)				0.00	
1001AD	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.3, IT Security Auditing Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 28. Maximum labor hours (Time) not to exceed 9,600 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4) Amount: Option Line Item)				0.00	
1001AE	OPTION PERIOD 1 - Certification & Accreditation Technical Services - (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 1001AA, AB, AC & AD. This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 1001AA, AB, AC & AD T&M Ceiling during Option Period 1, to provide for an altered level of effort dictated by unforeseen events during Option Period 1 and at the discretion of the Contracting Officer may be exercised Continued ...				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

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ORDER NO.

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HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	multiple times but not in excess of the total value of the option. This option is only available during Option Period 1 and to be exercised at the sole descretion of the government.. (b)(4) Amount: [REDACTED] Option Line Item)			(b)(4)		
1002	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS) - Fixed-Price CLIN - Contractor to provide services described in Section 5.4, Infrastructure Change Control Board Technical Services, of the PWS. Allocation of work is shown in the following sub-CLINs (AA & AB). This optional CLIN will be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO	[REDACTED]	0.00	
1002AA	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS), CLIN 1002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 1002 with the heading of Office of Information Technology (OIT). This Option will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
1002AB	OPTION PERIOD 1 - Certification & Accreditation Technical Services (CATS), CLIN 1002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 0002 with the heading of Transformation Program Office (TPO). This Option will be exercised at the sole descretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced) Continued ...	1	EA		0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
1002AC	<p>OPTION PERIOD 1 - Certification & Accreditation Technical Services, (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 1002. This option item allows for up to a 20% increase in the fixed price amount for Infrastructure Change Control Board, CLIN 1002, to provide for an altered level of effort dictated by unforeseen events during Option Period 1 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 1 and will be exercised at the sole discretion of the government. (b)(4)</p> <p>Amount: [REDACTED] Option Line Item)</p>				0.00	
1003	<p>OPTION PERIOD 1 - ODC - Materials & Travel, to include all material handling fees authorized in DHS EAGLE Contract. This Option will be exercised at the sole discretion of the Government. NTE: [REDACTED] (b)(4)</p> <p>Amount: [REDACTED] Option Line Item)</p>				0.00	
1003AA	<p>OPTION PERIOD 1 - ODC - Materials & Travel - (Option Item) - This option item allows for a 20% increase to the ODC - Materials & Travel, CLIN 1003, during Option Period 1 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 1 and will be exercised at the sole discretion of the government. NTE: [REDACTED]</p> <p>Amount: [REDACTED] Option Line Item)</p> <p>Continued ...</p> <p align="center">(b)(4)</p>				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
2001	Option 2 Period of Performance is 9/30/2013 to 9/29/2014 OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD). This optional CLIN will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
2001AA	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services described in PWS Section 5.1, FISMA Technical Services, for Transformation Program Office (TPO) in accordance with the labor hour schedule on page 31. Maximum labor hours (Time) not to exceed 7,680 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4) Amount: [REDACTED] Option Line Item)				0.00	
2001AB	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Office of Information Technology (OIT) in accordance with the the labor hour schedule on page 32. Maximum labor hours (Time) not to exceed 26,880 hours. This optional CLIN will be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)				0.00	
2001AC	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Continued ...				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
2001AD	<p>Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 33. Maximum labor hours (Time) not to exceed 7,680 hours. This optional CLIN will be exercised at the sole discretion of the Government.</p> <p>Amount: [REDACTED] Option Line Item) (b)(4)</p> <p>OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.3, IT Security Auditing Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 33. Maximum labor hours (Time) not to exceed 9,600 hours. This optional CLIN will be exercised at the sole discretion of the Government.</p> <p>Amount: [REDACTED] Option Line Item) (b)(4)</p>				0.00	
2001AE	<p>OPTION PERIOD 2 - Certification & Accreditation Technical Services - (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 2001AA, AB, AC & AD. This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 2001AA, AB, AC & AD T&M Ceiling during Option Period 2, to provide for an altered level of effort dictated by unforeseen events during Option Period 2 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is Continued ...</p>				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	only available during Option Period 2 and to be exercised at the sole discretion of the government.. Amount: [REDACTED] Option Line Item) (b)(4)			(b)(4)		
2002	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS) - Fixed-Price CLIN - Contractor to provide services described in Section 5.4, Infrastructure Change Control Board Technical Services, of the PWS. Allocation of work is shown in the following sub-CLINs (AA & AB). This optional CLIN will be exercised at the sole discretion of the Government. Amount: [REDACTED] Option Line Item) (b)(4)	12	MO	[REDACTED]	0.00	
2002AA	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS), CLIN 2002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 2002 with the heading of Office of Information Technology (OIT). This Option will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
2002AB	OPTION PERIOD 2 - Certification & Accreditation Technical Services (CATS), CLIN 2002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 2002 with the heading of Transformation Program Office (TPO). This Option will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
2002AC	OPTION PERIOD 2 - Certification & Continued ...				0.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Accreditation Technical Services, (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 2002. This option item allows for up to a 20% increase in the fixed price amount for Infrastructure Change Control Board, CLIN 2002, to provide for an altered level of effort dictated by unforeseen events during Option Period 2 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 2 and will be exercised at the sole discretion of the government. (b)(4)</p> <p>Amount: [REDACTED] Option Line Item)</p>					
2003	<p>OPTION PERIOD 2 - ODC - Materials & Travel, to include all material handling fees authorized in DHS EAGLE Contract. This Option will be exercised at the sole discretion of the Government. NTE: (b)(4)</p> <p>Amount: [REDACTED] Option Line Item)</p>				0.00	
2003AA	<p>OPTION PERIOD 2 - ODC - Materials & Travel - (Option Item) - This option item allows for a 20% increase to the ODC - Materials & Travel, CLIN 2003, during Option Period 2 and and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 2 and will be exercised at the sole discretion of the government. NTE: (b)(4)</p> <p>Amount: [REDACTED] Option Line Item)</p> <p>Continued ...</p>				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
3001	Option 3 Period of Performance is 9/30/2014 to 9/25/2015 OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD). This optional CLIN will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
3001AA	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services described in PWS Section 5.1, FISMA Technical Services, for Transformation Program Office (TPO) in accordance with the labor hour schedule on page 36. Maximum labor hours (Time) not to exceed 13,440 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4) Amount: Option Line Item)				0.00	
3001AB	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Office of Information Technology (OIT) in accordance with the the labor hour schedule on page 37. Maximum labor hours (Time) not to exceed 26,880 hours. This optional CLIN will be exercised at the sole discretion of the Government. Amount: Option Line Item) (b)(4)				0.00	
3001AC	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to Continued ...				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
-----------------------------	-----------------------------------	--------------------------------

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
3001AD	<p>provide services as described in PWS Section 5.2, Quality Assurance Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 38. Maximum labor hours (Time) not to exceed 7,680 hours. This optional CLIN will be exercised at the sole discretion of the Government.</p> <p>Amount: <input type="text"/> Option Line Item) (b)(4)</p> <p>OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.3, IT Security Auditing Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 38. Maximum labor hours (Time) not to exceed 9,600 hours. This optional CLIN will be exercised at the sole discretion of the Government. (b)(4)</p> <p>Amount: <input type="text"/> Option Line Item)</p>				0.00	
3001AE	<p>OPTION PERIOD 3 - Certification & Accreditation Technical Services - (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 3001AA, AB, AC & AD. This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINS 3001AA, AB, AC & AD T&M Ceiling during the Base Period, to provide for an altered level of effort dictated by unforeseen events during Option Period 3 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 3 and Continued ...</p>				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	to be exercised at the sole discretion of the government.. Amount: [REDACTED] Option Line Item) (b)(4)			(b)(4)		
3002	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Fixed-Price CLIN - Contractor to provide services described in Section 5.4, Infrastructure Change Control Board Technical Services, of the PWS. Allocation of work is shown in the following sub-CLINs (AA & AB). This optional CLIN will be exercised at the sole discretion of the Government. Amount [REDACTED] Option Line Item) (b)(4)	12	MO	[REDACTED]	0.00	
3002AA	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS), CLIN 3002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 3002 with the heading of Office of Information Technology (OIT). This Option will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
3002AB	OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS), CLIN 3002 Invoicing Instructions. On Monthly invoicing the contractor is required to show 50% of the monthly (MO) fixed price for CLIN 3002 with the heading of Transformation Program Office (TPO). This Option will be exercised at the sole discretion of the Government. Amount: \$0.00 (Option Line Item) (Not Separately Priced)	1	EA		0.00	
3002AC	OPTION PERIOD 3 - Certification & Accreditation Technical Services, (Option Continued ...				0.00	

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 09/30/2011	CONTRACT NO. HSHQDC-06-D-00065	ORDER NO. HSSCCG-11-J-00332
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 3002. This option item allows for up to a 20% increase in the fixed price amount for Infrastructure Change Control Board, CLIN 3002, to provide for an altered level of effort dictated by unforeseen events during Option Period 3 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 3 and will be exercised at the sole discretion of the government. (b)(4) Amount: [REDACTED] Option Line Item)					
3003	OPTION PERIOD 3 - ODC - Materials & Travel, to include all material handling fees authorized in DHS EAGLE Contract. This Option will be exercised at the sole discretion of the Government. NTE: [REDACTED] (b)(4) Amount: [REDACTED] Option Line Item)				0.00	
3003AA	OPTION PERIOD 3 - ODC - Materials & Travel - (Option Item) - This option item allows for a 20% increase to the ODC - Materials & Travel, CLIN 3003, during Option Period 3 and and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. This option is only available during Option Period 3 and will be exercised at the sole discretion of the government. NTE: [REDACTED] Amount: [REDACTED] Option Line Item) (b)(4) The total amount of award: [REDACTED] Continued ...				0.00	
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))					\$0.00	

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

09/30/2011

HSHQDC-06-D-00065

HSSCCG-11-J-00332

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	The obligation for this award is shown in box 17(i).					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

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Schedule of Services

For the purposes of establishing a task order price (ceiling) for the Time and Materials (T&M) CLINs, all T&M CLINS (inclusive of ODC's and Optional Increases) for each period of performance will be combined, equating to the task order T&M ceiling.

Option Sub-CLIN Increases: Included in the Base and Option Periods are option increases to the CLINs based on increases in requirements. Access to USCIS immigration services is subject to significant change by Congress on less than one year's notice. In addition the Government may require additional effort to enable USCIS to recover from man-made and natural disasters. Since such significant changes can mean large-scale increases in USCIS workload, staffing and IT support requirements, the Government anticipates that it may need to make significant increases to the level of effort and ODCs within the same scope of work required under the CATS task order.

The sub-CLIN option increases will be done in increments as detailed below in the sub-CLIN descriptions. As with the option periods, although the sub-CLIN option increases to services are being priced and evaluated, the Government is under no obligation to exercise them. However, the Contracting Officer may exercise the sub-CLIN option increases at any point during the respective Base and Option Period(s) by written notice to the Contractor.

Period of Performance: Base Period of 12 Months and three twelve-month option periods.

T&M CLINS – EACH T&M CLIN FOR ALL PERIODS WILL HAVE AN ESTABLISHED CEILING PRICE AND IF EXCEEDED IT IS DONE AT THE CONTRACTOR'S OWN RISK.

BASE PERIOD**CLIN DESCRIPTION**

0001 Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD).

SUB-CLIN DESCRIPTION

0001AA Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically FISMA Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.1. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:

Total time-and-materials price for CLIN 0001AA: CATS/FISMA Technical Services

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	7680		

(b)(4)

(b)(4)

SUB-CLIN DESCRIPTION

0001AC Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:

Total time-and-materials price for CLIN 0001AC: CATS/Quality Assurance Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	7680	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

0001AD Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically IT Security Auditing Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.3. The services performed shall be IAW the PWS not-to-exceed 9,600 hours:

Total time-and-materials price for CLIN 0001AD: CATS/ IT Security Auditing Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Proposed Rate	Estimated Price
Total Hours (NTE)	9600	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

0001AE This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 0001AA, AB, AC & AD T&M Ceiling during the Base Period.

CLIN 0001AA, AB, AC & AD – NTE Amount	Increase Percentage	Extended Price
	20%	

(b)(4)

(b)(4)

CLIN DESCRIPTION

0002 Firm-fixed-price basis for performance of Infrastructure Change Control Board Technical Services in accordance with the requirements detailed in PWS Section 5.4. See Schedule (0002AA & AB) for specific invoice allocation instructions.

Total firm-fixed-price for CLIN 0002: Infrastructure Change Control Board Technical Services

Months	Unit Price	Extended Price
12		

(b)(4)

SUB-CLIN DESCRIPTION

0002AC This option item allows for up to a 20% increase to the Infrastructure Change Control Board Technical Services, CLIN 0002, during the Base Period.

CLIN 0002 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

CLIN DESCRIPTION

0003 Other Direct Costs (ODC) – Materials & Travel

(b)(4)

Other Direct Costs –Materials & Travel	

SUB-CLIN DESCRIPTION

0003AA This option item allows for up to a 20% ceiling increase to the ODC Materials & Travel, CLIN 0003, during the Base Period.

CLIN 0003 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	

(b)(4)

CLIN DESCRIPTION

0004 **BASE PERIOD OPTION - DHS Network Connectivity Authority to Operate (ATO)** In the event the CATS Contractor's facility(ies) do not have required connectivity to the DHS network, the Contractor will be required to assist DHS in establishing network connectivity at the contractor's facility(ies) via a direct circuit connection (e.g. wide area network circuit). The total cost for establishing network connectivity for one or more Contractor site(s) shall not exceed [REDACTED] inclusive of all material and labor costs. The Contracting Officer will request from the Contractor a cost proposal prior to the execution and authorization of work associated with establishing the required DHS Network Connectivity and Authority to Operate at the Contractor's facility(ies). This Option will only be available during the Base Period. NTE: [REDACTED]

(b)(4)

Fixed Price for Base Period
(Inclusive of Optional Increase CLIN)
(Carry Amount Forward to Page 41)

T&M Price for Base Period is (NTE)
(Inclusive of all ODC, Option CLINs & SUB-CLINs)
(Carry Amount Forward to Page 41)

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OPTION PERIOD 1**CLIN DESCRIPTION**

1001 Option Period 1 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD).

SUB-CLIN DESCRIPTION

1001AA Option Period 1 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically FISMA Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.1. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:

Total time-and-materials price for CLIN 1001AA: CATS/FISMA Technical Services

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)		7680	Total Estimated Price

(b)(4)

SUB-CLIN DESCRIPTION

1001AB Option Period 1 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Office of Information Technology (OIT) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 26,880 hours:

Total time-and-materials price for CLIN 1001AB: CATS/Quality Assurance Technical Services for OIT

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	26880	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

1001AC **Option Period 1 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:**

Total time-and-materials price for CLIN 1001AC: CATS/Quality Assurance Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	7680	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

1001AD **Option Period 1 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically IT Security Auditing Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.3. The services performed shall be IAW the PWS not-to-exceed 9,600 hours:**

Total time-and-materials price for CLIN 1001AD: CATS/ IT Security Auditing Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	9600	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

1001AE Option Period 1 - This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 1001AA, AB, AC & AD T&M Ceiling during Option Period 1.

CLIN 1001AA, AB, AC & AD – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

(b)(4)

(b)(4)

CLIN DESCRIPTION

1002 Option Period 1 - Firm-fixed-price basis for performance of Infrastructure Change Control Board Technical Services in accordance with the requirements detailed in PWS Section 5.4. See Schedule (1002AA & AB) for specific invoice allocation instructions.

Total firm-fixed-price for CLIN 1002: Infrastructure Change Control Board Technical Services

Months	Unit Price	Extended Price
12	(b)(4)	(b)(4)

(b)(4)

SUB-CLIN DESCRIPTION

1002AC Option Period 1 - This option item allows for up to a 20% increase to the Infrastructure Change Control Board Technical Services, CLIN 1002, during Option Period 1.

CLIN 1002 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

(b)(4)

(b)(4)

CLIN DESCRIPTION

1003 Option Period 1 - Other Direct Costs (ODC) – Materials & Travel (NTE (b)(4))

Other Direct Costs –Materials & Travel		
(b)(4)	(b)(4)	(b)(4)

(b)(4)

SUB-CLIN DESCRIPTION

1003AA Option Period 1 - This option item allows for up to a 20% ceiling increase to the ODC Materials & Travel, CLIN 1003, during Option Period 1.

CLIN 1003 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

**Fixed Price for Option Period 1
(Inclusive of Optional Increase CLIN)
(Carry Amount Forward to Page 41)**

**T&M Price for Option Period 1 is (NTE)
(Inclusive of all ODC, Option CLINs and SUB-CLINs)
(Carry Amount Forward to Page 41)**

(b)(4)

OPTION PERIOD 2**CLIN DESCRIPTION**

2001 Option Period 2 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD).

SUB-CLIN DESCRIPTION

2001AA Option Period 2 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically FISMA Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.1. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:

Total time-and-materials price for CLIN 2001AA: CATS/FISMA Technical Services

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	7680	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

2001AB Option Period 2 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Office of Information Technology (OIT) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 26,880 hours:

Total time-and-materials price for CLIN 2001AB: CATS/Quality Assurance Technical Services for OIT

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	26880	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

2001AC Option Period 2 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:

Total time-and-materials price for CLIN 2001AC: CATS/Quality Assurance Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)			7680
Total Estimated Price			

(b)(4)

SUB-CLIN DESCRIPTION

2001AD Option Period 2 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically IT Security Auditing Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.3. The services performed shall be IAW the PWS not-to-exceed 9,600 hours:

Total time-and-materials price for CLIN 2001AD: CATS/ IT Security Auditing Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)			9600
Total Estimated Price			

(b)(4)

SUB-CLIN DESCRIPTION

2001AE Option Period 2 - This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 2001AA, AB, AC & AD T&M Ceiling during Option Period 2.

CLIN 2001AA, AB, AC & AD – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

(b)(4)

(b)(4)

CLIN DESCRIPTION

2002 Option Period 2 - Firm-fixed-price basis for performance of Infrastructure Change Control Board Technical Services, in accordance with the requirements detailed in PWS Section 5.4. See Schedule (2002AA & AB) for specific invoice allocation instructions.

Total firm-fixed-price for CLIN 2002: Infrastructure Change Control Board Technical Services

Months	Unit Price	Extended Price
12	(b)(4)	(b)(4)

(b)(4)

SUB-CLIN DESCRIPTION

2002AC Option Period 2 - This option item allows for up to a 20% increase to the Infrastructure Change Control Board Technical Services, CLIN 2002, during Option Period 2.

CLIN 2002 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

(b)(4)

(b)(4)

CLIN DESCRIPTION

2003 Option Period 2 - Other Direct Costs (ODC) – Materials & Travel

Other Direct Costs –Materials & Travel	(b)(4)
(b)(4)	(b)(4)

(b)(4)

SUB-CLIN DESCRIPTION

2003AA Option Period 2 - This option item allows for up to a 20% ceiling increase to the ODC Materials & Travel, CLIN 2003, during Option Period 2.

CLIN 2003 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

Fixed Price for Option Period 2
(Inclusive of Optional Increase CLIN)
(Carry Amount Forward to Page 41)

T&M Price for Option Period 2 is (NTE)
(Inclusive of all ODC, Option CLINs and SUB-CLINs)
(Carry Amount Forward to Page 41)

(b)(4)

OPTION PERIOD 3**CLIN DESCRIPTION**

3001 Option Period 3 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD).

SUB-CLIN DESCRIPTION

3001AA Option Period 3 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically FISMA Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.1. The services performed shall be IAW the PWS not-to-exceed 13,440 hours:

Total time-and-materials price for CLIN 3001AA: CATS/FISMA Technical Services

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)		13440	
Total Estimated Price			

(b)(4)

SUB-CLIN DESCRIPTION

3001AB Option Period 3 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Office of Information Technology (OIT) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 26,880 hours:

Total time-and-materials price for CLIN 3001AB: CATS/Quality Assurance Technical Services for OIT

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)	26880	Total Estimated Price	

(b)(4)

SUB-CLIN DESCRIPTION

3001AC **Option Period 3 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically Quality Assurance Technical Services for Transformation Program Office (TPO) in accordance with the PWS Section 5.2. The services performed shall be IAW the PWS not-to-exceed 7,680 hours:**

Total time-and-materials price for CLIN 3001AC: CATS/Quality Assurance Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)		7680	Total Estimated Price

(b)(4)

SUB-CLIN DESCRIPTION

3001AD **Option Period 3 - Time-and-Materials basis for performance of Certification & Accreditation Technical Services (CATS), specifically IT Security Auditing Technical Services for Transformation Program Office (TPO) in accordance with PWS Section 5.3. The services performed shall be IAW the PWS not-to-exceed 9,600 hours:**

Total time-and-materials price for CLIN 3001AD: CATS/ IT Security Auditing Technical Services for TPO

EAGLE Labor Category	Estimated Hours	Rate	Estimated Price
Total Hours (NTE)		9600	Total Estimated Price

(b)(4)

SUB-CLIN DESCRIPTION

3001AE Option Period 3 - This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 3001AA, AB, AC & AD T&M Ceiling during Option Period 3.

CLIN 3001AA, AB, AC & AD – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

CLIN DESCRIPTION

3002 Option Period 3 - Firm-fixed-price basis for performance of Infrastructure Change Control Board Technical Services in accordance with the requirements detailed in PWS Section 5.4. See Schedule (3002AA & AB) for specific invoice allocation instructions.

Total firm-fixed-price for CLIN 3002: Infrastructure Change Control Board Technical Services

Months	Unit Price	Extended Price
12	(b)(4)	(b)(4)

SUB-CLIN DESCRIPTION

3002AC Option Period 3 - This option item allows for up to a 20% increase to the Infrastructure Change Control Board Technical Services, CLIN 3002, during Option Period 3.

CLIN 3002 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

CLIN DESCRIPTION

3003 Option Period 3 - Other Direct Costs (ODC) – Materials & Travel (NTI)

Other Direct Costs –Materials & Travel	(b)(4)
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SUB-CLIN DESCRIPTION

3003AA Option Period 3 - This option item allows for up to a 20% ceiling increase to the ODC Materials & Travel, CLIN 3003, during Option Period 3.

CLIN 3003 – NTE Amount	Increase Percentage	Extended Price
(b)(4)	20%	(b)(4)

Fixed Price for Option Period 3
(Inclusive of Optional Increase CLIN)
(Carry Amount Forward to Page 41)

T&M Price for Option Period 3 is (NTE)
(Inclusive of all ODC, Option CLINs and SUB-CLINs)
(Carry Amount Forward to Page 41)



(b)(4)

Totals shown below:**(Inclusive of Optional Increase SUB-CLINS)**

Fixed Price for Base Period

Fixed Price for Option Period 1

Fixed Price for Option Period 2

Fixed Price for Option Period 3

Total Task Order Fixed Price

(Inclusive of Optional Increase SUB-CLINS)

(b)(4)

Totals shown below:**(Inclusive of all ODC's, Option CLINs and SUB-CLINs)**

T&M Price for Base Period (NTE)

T&M Price for Option Period 1 (NTE)

T&M Price for Option Period 2 (NTE)

T&M Price for Option Period 3 (NTE)

Total Task Order T&M Price (Ceiling) (NTE)

(b)(4)

Totals as shown below:

Total Task Order Fixed Price

Total Task Order T&M Price (Ceiling) (NTE)

(b)(4)

Total Task Order Price (Fixed Price, T&M and ODC's)

(Inclusive of all ODC's, Option CLINs and SUB-CLINs)

(b)(4)



U.S. Citizenship and Immigration Services

Office of Information Technology (OIT)

Certification and Accreditation Technical Services (CATS)

Performance Work Statement (PWS)

August 2011

1.0 PROJECT TITLE: Certification and Accreditation Technical Services (CATS)

USCIS, Office of Information Technology (OIT) has a requirement to acquire commercially resourced IT technical services to assist USCIS OIT in conducting Certification and Accreditation (C&A) activities on USCIS IT systems and applications.

The focus of the CATS effort will be directed towards USCIS legacy IT systems and applications currently supporting the USCIS mission with a significant amount of resources directed towards supporting a major USCIS transformation initiative. The USCIS Office of Transformation Coordination¹ (OTC) has initiated a re-engineering of USCIS business processes with the Solutions Architect contract with International Business Machines (IBM) Inc. Many legacy USCIS applications will be rewritten and migrated to one of the DHS Data Centers (DC-1 or DC-2). The C&A of OTC systems under development will be accomplished at the USCIS Technology Engineering Consolidation Center (TECC) in Manassas, Virginia, with the staging and production systems being deployed to the DHS Data Centers located outside the Washington Metropolitan Area (WMA).

In addition, CATS security related activities are being provided via a contractor owned contractor operated (COCO) testing facility² located in Washington D.C. USCIS OIT has stood up a Government Owned USCIS Independent Test & Evaluation Facility (ITEF) which was fully operational in January 2011. The Government has transitioned the USCIS C&A effort and a portion of the security related CATS activities to the Government owned ITEF.

The required CATS support described within this PWS is essential to the USCIS OIT mission goals and responsibilities of providing technical testing expertise necessary to enable USCIS to deliver effective, efficient, and secure immigration services. These services are critical in maintaining the integrity of our USCIS IT mission systems, products, services processes and procedures, and will require highly technically skilled and experience testing personnel.

USCIS OIT provides governance oversight, monitoring, and Certification & Accreditation (C&A) support to 60 General Support Systems and Major Applications, and their associated minor applications in support the USCIS DHS operational mission. Each of these systems is comprised of integrated software applications and hardware that operate and are deployed over the vast DHS IT network. All of these systems are subject to the Federal statutory requirements as well as Departmental regulatory Systems Engineering Life-Cycle (DHS SELC) guidelines as delineated through DHS Acquisition Management Directive 102-1 and the DHS Sensitive Systems Policy Directive 4300 Series. The full impact of moving towards an Agile Development has yet to be quantified in terms of changes to the existing DHS/USCIS C&A processes and procedures as well as human resource requirements.

USCIS operations and services are periodically subject to changes as a result of a variety of reasons. Some of the most historical scenarios have been: Congressional mandates, Comprehensive Immigration Reform (CIR) legislation, fee changes, natural and man-made disasters (e.g. Haiti/Katrina), terrorism, and increased departmental initiatives. Departmental initiatives such as the USCIS Transformation initiative or emphasis for more tele-work for the

¹<http://www.uscis.gov/portal/site/uscis/menuitem.5af9bb95919f35c66f614176543f6d1a/?vgnextoid=cc1c55615c9c0210VgnVCM1000004718190aRCRD&vgnnextchannel=c0fbab0a43b5d010VgnVCM10000048f3d6a1RCRD>

² Information Technology Engineering Support Services (ITESS) Task Order follow-on contract with SAIC, Inc

workforce have broad IT management implications and require changes throughout all aspects of operations and infrastructure as well as C&A requirements. The aforementioned changes have been identified to provide the vendors competing for the CATS TO some insight into the potential factors that could impact the contractual execution of the requirements as identified for this acquisition. Included within the CATS TO are optional Contract Line Item Number (CLIN) for the services to be provided in order to reduce the amount of programmatic and contractual risk associated with these types of potential changes.

2.0 BACKGROUND: USCIS OIT NEED FOR CATS

The mission of USCIS is “to secure America’s promise as a nation of immigrants by providing accurate and useful information to our customers, granting immigration and citizenship benefits, promoting an awareness and understanding of citizenship, and ensuring the integrity of our immigration system³”. In support of the USCIS mission, USCIS OIT has a need for IT technical services to support its ongoing IT systems C&A activities.

The Federal Information Security Management Act of 2002 (FISMA) requires that Federal agencies have in place a comprehensive framework for ensuring the effectiveness of information security controls over information resources that support Federal operations and assets. C&A is the process for ensuring that systems and major applications adhere to formal and established FISMA security requirements. All systems and applications that reside on U.S. government networks must go through a formal C&A before being put into production, and every three years thereafter. The IT technical services to be acquired under this acquisition will serve as follow-on efforts to existing USCIS OIT technical services contracts associated with the USCIS C&A effort.

Security Testing and Evaluation (ST&E) for the purposes of this TO should be considered a subset to C&A. ST&E is the process of examining or analyzing the protective measures that are placed on an information system or application once it is fully integrated and operational. The primary focus of ST&E activities shall include computer security, communications security, physical security, personnel security, administrative security, and operations security. The ST&E provided under this procurement will supplement the ST&E effort already being provided via a separate USCIS OIT vendor.

The CATS effort shall be conducted in accordance with established Federal statutory requirements (e.g. 1996 Federal Clinger-Cohen Act (CCA), Section 508 of the 1998 Federal Rehabilitation Act, Federal Information Security Management Act (FISMA), departmental regulatory guidelines (e.g. DHS Acquisition Management Directive 102-1, USCIS Systems Engineering LifeCycle (SELC guide) and through use of the industry’s best practices for Information Technology C&A activities.

3.0 SCOPE: USCIS CATS REQUIREMENTS

The Contractor shall be responsible for providing at a minimum a proper skill mix of personnel that possess or exceed the Level 3 or 4 Labor Category Qualification Requirements⁴ identified in (Attachment 2) of this PWS in conducting CATS related activities. Additional personnel

³ USCIS Mission Statement from USCIS Strategic Plan 206-051

⁴ Table 5 - Labor Category Qualification Requirements (See PWS Attachment 2)

technical certification requirements and C&A expertise and knowledge are identified within the CATS TO task area descriptions (PWS Section 5.0). Contractor shall possess Carnegie Mellon, Software Engineering Institute (SEI) Capability Maturity Model Integration (CMMI) organization Level III or higher. In addition, contractor shall have a thorough understanding and working knowledge of the applicable documentation identified within Section 4.0 of this PWS.

The Contractor is expected to perform and execute its CATS activities in accordance with current DHS and USCIS C&A processes and procedures. Congruently, the Contractor shall actively provide documented recommendations (via the monthly status reports) for improving the technical methods and processes, and concepts (e.g. automated software testing) used for conducting C&A activities.

The CATS TO consists of four (4) task areas. The intent of the Government is to identify the technical services required via task area activities within the individual CATS Task Areas (PWS Section 5.0). The Contractor shall perform the task area activities over a defined TO performance period. The goal of the Government is to secure IT services via a contractor proposal based upon a fixed number of hours and labor mix supported by an overarching management approach that focuses on the use of technical methods, processes, human resource management techniques and concepts needed to assist the Government in executing and carrying out its C&A mission responsibilities. PWS Section 3.1 provides a synopsis of the overall general TO requirements supported by more detailed performance requirements delineated in PWS Section 5.0.

3.1 Certification & Accreditation Technical Services (CATS) Task Areas:

- CATS Task Area 1: FISMA Technical Services - (Section 5.1.) (CLIN 0001AA; 1001AA; 2001AA; 3001AA)
- CATS Task Area 2: Quality Assurance Technical Services - (Section 5.2) (CLIN 0001AB & AC; 1001AB & AC; 2001AB & AC; 3003AB & AC)
- CATS Task Area 3: IT Security Auditing (ST&E) Technical Services – (Section 5.3.) (CLIN 0001AD; 1001AD; 2001AD; 3001AD)
- CATS Task Area 4: Infrastructure Change Control Board Technical Services - (Section 5.4.) (CLIN 0002; 1002; 2002; 3002)
- Other Direct Costs (ODC)
 - Travel (Section 5.5.1 and Section 9.1) (CLIN 0003; 1003; 2003; 3003)

3.2 Optional Task Order CLINS:

- Additional CATS Services - (Section 5.6.2) (CLIN 0001AE, 0002AC & 0003AA; 1001AE, 1002AC & 1003AA; 2001AE, 2002AC & 2003AA; 3001AE, 3002AC & 3003AA;
- DHS Network Authority to Operate (ATO) – (Section 5.6.1) (CLIN 0004)

4.0 APPLICABLE DOCUMENTS:

The Contractor shall use the following references (Table 1: CATS Technical Reference Documentation) with regard to the current DHS/USCIS C&A technical methods, standards, concepts, and Industry's Best Practices as overarching technical guidance in providing USCIS C&A support activities.

The Contractor shall be responsible for being knowledgeable and familiar with the most current version of the following Technical Reference Documents and the Government will be responsible for ensuring the contractor is properly notified (via Email) when updates and/or changes are issued. The documents identified within Table 1 and throughout the PWS are current as of issuance of the RFP

Table 1: CATS Reference Documents

Document Name	Publication Number/Applicable Web Site
DHS Enterprise Architecture	IT Security Architecture Vol 1: Network & Systems Infrastructure Web Site: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/iso/Pages/archdocs.aspx IT Security Architecture Vol 2: Security Operations and Support Web Site: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/iso/Pages/archdocs.aspx IT Security Architecture Vol 3: Application Infrastructure Design Web Site: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/iso/Pages/archdocs.aspx
DHS Management Directive (MD) 4300	IT Systems Security Web Sites: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/iso/Pages/sspolicy.aspx#4300A http://isd.uscis.dhs.gov/
Information Systems Audit and Control Association (ISACA) – Certified Information System Auditor (CISA)	ISO/IEC 17024:2003 http://www.iso.org/iso/en/CatalogueDetailPage.CatalogueDetail?CSNUMBER=29346 Web Site: http://www.isaca.org/
Federal Information Security Management Act (FISMA)	Web Site: http://csrc.nist.gov/groups/SMA/fisma/index.html
Control Objectives for Information and related Technology (CoBIT) practices.	ISBN 1-933284-72-2 Web Site: www.itgi.org

Document Name	Publication Number/Applicable Web Site
DHS SELC Management Directive 102-1	Web Site: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/ebmo/Pages/SELC.aspx
Acquisition Instruction/Guidebook 102-01-001 Information Security Certification & Accreditation Remediation Plan for Information Systems IV&V Project Manager.	Web Site: http://dhsconnect.dhs.gov/org/comp/mgmt/cio/ebmo/Pages/SELC.aspx Web Site: http://www.isaca.org/Template.cfm?Section=Home&CONTENTID=20608&TEMPLATE=/ContentManagement/ContentDisplay.cfm
DHS Management Directives	Web Site: http://dhsconnect.dhs.gov/uscis/org/EXSO/Pages/ManagementDirectives.aspx
Certified Information System Security Professional (CISSP) Cisco Certified Network Associate (CCNA) Certified Ethical Hacker (CEH)	Web Site: http://www.isc2.org Web Site: http://www.cisco.com Web Site: https://www.eccouncil.org/certification/certified_ethical_hacker.aspx

Notes: Web References that are italicized are only accessible via computers that have DHS Network connectivity. **For Offeror's who do not have access to the DHS Network, see the notice at OFFEROR ACCESS TO REFERENCE DOCUMENTATION on page 86 for additional instructions.**

4.1 USCIS IT Processes and Tools:

Attachment 1 of this PWS includes a table of USCIS IT processes and tools that are routinely used in support of USCIS IT C&A and ST&E processes that the Contractor will be responsible for maintaining, managing and/or using over the course of the CATS Task Order.

5.0 PERFORMANCE REQUIREMENTS:

The body of CATS work described within this PWS consists of Task Areas comprised of task area activities. The activities within each of the Task Areas delineate specific performance

requirements the Contractor shall be expected to support over the course of the task order period of performance (PoP). The Contractor shall be responsible for providing transition support activities for a period of no less than 60 days prior to the end of the last CATS TO PoP end date if the CATS TO efforts are to be transitioned over to another vendor.

5.1 CATS Task Area 1: FISMA Technical Services Task Area Activities

As a U.S. Federal agency, USCIS is subject to all federal security mandates. The National Institute of Standards and Technology (NIST) Special Publication (SP) 800-37 (Requirements for Federal Agencies) and MD DHS 4300A, and Appendices describes the Certification and Accreditation (C&A) process. USCIS is required to meet annual requirements issued by DHS and NIST and the USCIS OIT Information Security Division (ISD) mission is to conduct all FISM C&A activities for USCIS. The Contractor is shall assist USCIS OIT ISD in conducting its USCIS mission by:

5.1.1 Initiating and processing FISMA C&A documentation and all associated artifacts (Table 2 CATS C&A Documentation) in a manner compliant to USCIS, DHS, OMB, and NIST policies, procedures, processes, and standards.

Table 2 CATS C&A Documentation

Artifacts #	C&A Document Artifacts
1	Federal Information Processing Standards (FIPS) 199 Categorization
2	Privacy Impact Assessment (PIA)
3	Security Assessment Report
4	E-Authentication Assessment
5	System Security Plan
6	Contingency Plan
7	Contingency Plan Test Results
8	Authority To Operate (ATO) Letter
9	Plan of Action and Milestones (POA&Ms)
10	Interconnection Security Agreements (ISA)
11	NIST SP 800-53 Checklist
12	DHS Risk Management System (RMS) Checklist
13	Information Systems Security Officer (ISSO) Designation Letter
14	System Owner Designation Letter
15	Certification Letter
16	Information System Final Disposition Plans

5.1.2 Producing all relative C&A documentation including, but not limited, to those listed in Table 2 for signature by the Approving Official.

5.1.3 Load all supporting artifacts (Table 2 C&A Documentation) into the DHS Trusted Agent FISMA (TAF) system and the USCIS ITDL.

5.1.4 Ensure the most recent artifacts (Table 2 C&A Documentation) are loaded into DHS TAF (or other system designated by USCIS).

5.1.5 Provide additional C&A support for Chief Financial Officer (CFO) designated systems as required. Currently USCIS has three (3) CFO-designated systems.

5.1.6 Implement and administer the DHS FISMA compliance program requirements for USCIS information systems for General Support Systems (GSS), Major Applications (MA), sub-systems, and minor applications.

5.1.7 Process C&A documentation for 150 information systems, approximately thirty percent (30%) HIGH rating FIPS-199.

5.1.8 Write FISMA C&A documentation and all associated artifacts (Table 2 C&A Documentation) for USCIS as part of Field Assistance functions.

5.1.9 Compile, write, update, and finalize all required C&A documentation in accordance with federal security requirements

5.1.10 Plan and schedule C&A activities, to include the deployment of qualified support staff to various USCIS locations to perform C&A activities.

5.1.11 Fill out the system's NIST 800-53 checklist (or equivalent DHS RMS checklist, based upon the government's direction); based upon information obtained by the Assessment / ST&E results, System Owner's documentation, interviews with system Point of Contact (POC) reports generated by external entities, and other sources of information that assess the system vulnerabilities and system risks to USCIS.

5.1.12 C&A resources to review C&A packages and generate the necessary documentation package to establish an Authority to Operate (ATO) letter, as described within the NIST 800-37 and DHS 4300-series documents

5.1.13 In preparation for the briefing to the AO, the Contractor shall assist in composing a draft AO letter. The AO letter will identify any residual risks. The AO letter is the official management decision given by a senior agency official to authorize the operation of the system and to explicitly accept the risk to agency operations, agency assets, or individuals based upon the implementation of the security controls.

5.1.14 The current RMS tool incorporates controls based upon the impact level (high, moderate, low) to each security objective (confidentiality, integrity, and availability) and each GSS is evaluated based upon these security controls. The Contractor shall be responsible for uploading all of the requisite USCIS OIT C&A data into the RMS and use Risk Management Tool to prepare and update SSP.

5.2 CATS Task Area 2: Quality Assurance Technical Services Task Area Activities

5.2.1 Oversee the C&A quality assurance for all documents listed in Table 3 (CATS QA Documentation), C&A Quality Assurance Documents

Table 3 CATS Quality Assurance

Artifacts #	C&A Document Artifacts
1	FIPS 199 Categorization
2	Privacy Impact Determination/Assessment
3	E-Authentication Determination/Assessment
4	Security Assessment Report
5	Risk Assessment
6	System Security Plan
7	Contingency Plan
8	Contingency Plan Test Results
9	Security Test & Evaluation Plan
10	ATO Letter
11	Plan of action and milestones (POA&Ms)
12	Interconnection Security Agreements (ISA)
13	NIST SP 800-53 Checklist
14	DHS RMS Checklist
15	ISSO Designation Letter
16	System Owner Designation Letter
17	Security Requirements Traceability Matrix (SRTM)
18	Certification Letter
19	Information System Final Disposition
20	Annual Assessment Review

5.2.2 Provide Security Incident Management and Security Architecture assistance

5.2.3 Provide C&A document technical support and guidance throughout USCIS, as required

5.2.4 Provide gateway support to the USCIS Information Technology Lifecycle Management (ITLM) resources for 150 information systems

5.2.5 Provide continuous monitoring and updates of Table 3 artifacts

5.2.6 Interface DHS C&A to maintain USCIS standards for systems assurance

5.2.7 Coordinate C&A activities for new and existing information systems throughout the DHS SELC

5.2.8 Coordinate the TAF tool.

5.3 CATS Task Area 3: IT Security Auditing Technical Services Task Area Activities

Systems Test and Evaluation (ST&E) is a subset of C&A and is the process of examining or analyzing the protective measures that are placed on an information system or application once it is fully integrated and operational. The primary focus of ST&E activities shall include computer security, communications security, physical security, personnel security, administrative security, and operations security. The USCIS OIT Information Security Division (ISD) is responsible for executing the USCIS ST&E activities. The contractor shall:

5.3.1 Provide personnel with the requisite educational and experience identified in PWS 3.0, the Contractor shall provide personnel that possess the following professional certifications to support the activities in this as well as other ST&E Task Areas:

- Microsoft Certified Systems Engineer (MCSE) 2003/2008
- Cisco Certified Network Associate (CCNA)
- Certified Ethical Hacker (CEH)
- Certified Information Systems Security Professional (CISSP)
- Certified Information Security Manager (CISM)
- Certified Information Systems Auditor (CISA)
- Sequel Serve/ Oracle Data Base Analyst

5.3.2 Provide staff that will travel to USCIS sites (domestically and USCIS international facilities) to perform Security Testing and Evaluation (ST&E) activities. The contractor staff shall have the necessary training, experience, and certifications in accordance with Federal Information Management Act (FISMA) of 2002 requirements to include the use of Enterprise C&A Tool, and SecureInfo's Risk Management System (RMS).

5.3.3 Provide certified staff with experience performing ST&E activities in accordance with the DHS Information Security Certification & Accreditation Remediation Plan, Version 1.0, dated September 30, 2005 for Information Systems IV&V Project Manager.

5.3.4 As part of the certification and accreditation phases, the Contractor shall prepare a comprehensive assessment of the management, operational, and technical security controls of the information system. This assessment will support the accreditation and will document the extent to which controls are implemented correctly, operating as intended and produce the desired outcomes to meet the DHS/CIS security requirements of the systems.

5.3.5 The Contractor shall create Security Assessment Reports (SAR), as required, containing all of the relevant security certification documentation information. Each SAR shall summarize each system evaluation to include an assessment of the adequacy of the system security documentation relating to System Security Plan and Risk Assessment and any testing, inspections and interviews with key system personnel. The SAR shall also summarize the results of the security test and evaluations and includes results of network scans. The SAR shall also outline all the FIPS 199 System Categorizations, ascertain the overall level of risk to the system,

document all unmet security requirements, identify all residual risk, and outline and include a POA&M for mitigation of unmet security requirements.

5.3.6 The SAR is used as the basis for the Certification Official (CO) to make a recommendation to grant an Authority to Operate (ATO). This recommendation is documented in the CO Letter. The CO Letter notes the FIPS 199 Categorization and the level of risk as to Low, Moderate or High. It also categorizes all unmet security requirements, and recommends whether the Authorizing Official (AO) should grant an ATO with a suggested time period based upon the system status. An ATO may be granted for up to 3 years.

5.3.7 The Contractor shall conduct network scans. As part of the ST&E of a General Support System, network scans are conducted to support the C&A process. Network vulnerability scanning engines, such as, the ISS Internet Scanner, Tenable Nessus, E-Eye Retina, WebInspect, DbProtect, and the Microsoft Baseline Analyzer gather and analyze data to verify and validate the secure operating environments. These tools analyze configurations, patch levels and operating systems to find vulnerabilities related to workstations, servers, and firewalls that could be exploited by hackers. The results of scans are incorporated into the Security Assessment Report.

5.4 CATS Task Area 4: Infrastructure Change Control Board (ICCB) Technical Services Task Area Activities

The DHS ICCB seeks to integrate and coordinate internal control assessments with other internal control related activities and includes representatives from all DHS lines of business to address crosscutting internal control issues. The USCIS OIT Information Security Division (ISD) is responsible for executing the DHS USCIS ICCB activities. The Contractor shall:

5.4.1 Perform tasks necessary to validate cleared or remediated USCIS system and application POA&M items related to DHS ICCB requirements.

5.4.2 Perform tasks to support DHS ICCB Change Request (CR) requirements for all USCIS information systems.

5.4.3 Review DHS CR packages (i.e., ICCB Implementation Plan and Communication Plan)

5.4.4 Review DHS ICCB CR forms

5.4.5 Fill out and submit DHS ICCB security questionnaires for every CR

5.4.6 Review CR test and back out plans

5.4.7 Submit to DHS the required ICCB security package for applicable CRs

5.4.8 Perform vulnerability scans with USCIS approved software (e.g., Tenable Nessus, E-Eye Retina, or Foundstone)

5.4.9 Review, analyze and document scan results in a manner compliant to the Government and articulates weaknesses per host and/or the entire information system

5.4.10 Ensure immediate remediation of critical and high vulnerabilities via Emergency CR

5.4.11 Ensure moderate and low vulnerabilities are entered as POA&Ms in TAF

5.4.12 Analyze vulnerability scanning reports and document baseline vulnerabilities against remediated status (pre and post scans required)

5.4.13 Coordinate vulnerability remediation

5.4.14 Ensure changes do not detract from the current security configuration or state of the system/environment and ensure all changes should maintain or improve the overall security standing of the system or application under going an ST&E.

5.5 Other Direct Costs

5.5.1 Travel – See PWS Section 9.1

5.6 CATS Optional CLINS

5.6.1 DHS Network Connectivity Authority to Operate (ATO) (Base Period Option CLIN 0004)

In the event the CATS Contractor's facility does not have connectivity to the DHS network, the Contractor may be required to assist DHS in establishing network connectivity at the contractor's facility via a direct circuit connection (e.g. wide area network circuit). The total cost for establishing network connectivity for one or more Contractor sites shall not exceed \$200,000.00 inclusive of all material and labor costs. The costs associated with preparing a space at the Contractor's facility to stage, host and maintain the requisite hardware and software required to support the ATO shall be identified within the contractor's cost proposal as a separate cost element. This Option will only be available for execution under the base period award. Under this Option, the contractor shall:

- Provide personnel to assist DHS in the installation activities related to physically installing the hardware and software necessary to establish network connectivity with the DHS network.
- Provide personnel to assist DHS in activities related to the preparation of the necessary security, certification and accreditation documentation related to establishing the contractor's facility ATO.

5.6.2 Additional Certification & Accreditation Technical Services (CATS)

USCIS OIT Enterprise Program Management Office (EPMO) plans to provide CATS support to USCIS via the task areas identified under PWS Section 3.1. In the event it becomes necessary to increase the OIT level of CATS support identified in PWS Section 3.1, the Government may elect to exercise an Optional labor CLIN in an amount not to exceed twenty percent (20%) of the CATS TO. This Option may be exercised in any of the performance periods. Under this Option, the contractor shall:

- Provide additional CATS Task Area activity support to OIT as delineated under PWS Sections 5.1 through 5.4.

6.0 PERFORMANCE STANDARDS:

The CATS TO shall be subject to contract performance standards defined as Acceptable Quality Levels (AQLs). The AQLs for the CATS TO are identified in PWS Attachment 4. The Contractor will be held to all of the AQLs listed in PWS Attachment 4. These AQLs shall become effective when the transition from the previous vendor is completed or no later than 60 days after contract award whichever comes first.

6.1 Management and Quality Control Actions

The Contractor, and not the Government, is responsible for management and quality control actions necessary to meet the terms of the TO. The role of the Government is quality assurance to ensure contract standards are achieved. In this contract the quality control program is the driver for product quality. The Contractor is required to develop a comprehensive program of inspections and monitoring actions. The first major step to ensuring a “self-correcting” contract is to ensure that the quality control program approved at the beginning of the contract provides the measures needed to lead the Contractor to success. Once the quality control program is approved, careful application of the process and standards presented in the remainder of this document will ensure a robust quality assurance program.

6.2 Contractor Performance

The Government shall on a monthly basis determine whether or not the contractor has provided the technical services procured under the terms and conditions of the Task Order as defined by the AQLs listed in Table 1 of PWS Attachment 4. The Government shall make a determination whether or not the invoice for the monthly performance period in question should be paid in full, partially paid for work completed satisfactorily, or withheld until the contractor completely satisfies its contractual obligations to the Government.

7.0 DELIVERABLES AND DELIVERY SCHEDULE:

7.1 Deliverable Format:

The Contractor shall be responsible for ensuring all deliverables are formatted (content and style) in accordance with the established standards relative to the document being produced. In the event, there are no established document format standards associated with a deliverable, the Contractor shall be responsible for making a written recommendation (E-mail is acceptable) to the Government as to the format of the deliverable.

7.2 Delivery:

The Contractor shall provide all deliverables in accordance with the schedule identified in PWS Section 7.2 Table 4 via electronic media (email) to the COTR with a copy to the Government TO Project Manager. Any changes to the delivery schedule must be mutually agreed to by the Government TO Project Manager and the Contractor in writing (email is acceptable), approved by the COTR and documented in the Contractor's Monthly Status Report. The Contractor shall consider all deliverables as "drafts" until they are formally accepted by the Government. The Contractor shall be notified by the COTR when a deliverable is accepted by the Government or if there are deficiencies in the draft deliverable via written correspondence (email is acceptable).

Table 4 Task Order Deliverables and Schedule

Section	Requirements	Due	Format
5.0	Assessment of Security Control	As required NLT agreed to date by the TO PM	MS Word
5.0	Security Assessment Report (SAR)	As required NLT agreed to date by the TO PM	MS Word
5.0	Briefing to AO Official	As required NLT agreed to date by the TO PM	MS Word
5.0	FIPS 199 Security Categorization Worksheet	As required NLT agreed to date by the TO PM	MS Excel
5.0	FIPS 199 Security Categorization Memo	As required NLT agreed to date by the TO PM	MS Word
5.0	Privacy Impact Determination/Assessment	As required NLT agreed to date by the TO PM	MS Word
5.0	E-Authentication Determination/Assessment	As required NLT agreed to date by the TO PM	MS Word
5.0	Risk Assessment	As required NLT agreed to date by the TO PM	MS Word
5.0	System Security Plan	As required NLT agreed to date by the TO PM	MS Word
5.0	Contingency Plan	As required NLT agreed to date by the TO PM	MS Word
5.0	Contingency Test Plan	As required NLT agreed to date by the TO PM	MS Word
5.0	Security Requirements Traceability Matrix	As required NLT agreed to date by the TO PM	MS Word
5.0	Security Test Plan	As required NLT agreed to date by the TO PM	MS Word
5.0	Authorization to Operate Letter/Memo	As required NLT agreed to date by the TO PM	MS Word
5.0	Certifying Officer Letter/Memo	As required NLT agreed to date by the TO PM	MS Word

5.0	Plan of Action and Milestone	As required NLT agreed to date by the TO PM	MS Word and/or MS Excel
5.0	ISSO Designation Letter/Memo	As required NLT agreed to date by the TO PM	MS Word
5.0	System Owner Designation Letter/Memo	As required NLT agreed to date by the TO PM	MS Word
5.0	Information System Disposition Plan	As required NLT agreed to date by the TO PM	MS Word
5.0	Vulnerability Analysis Report	As required NLT agreed to date by the TO PM	MS Word and/or MS Excel
5.0	Interconnection Security Agreement	As required NLT agreed to date by the TO PM	MS Word
General	Monthly Status Report	1 st report due 45 days after TO Award and monthly afterwards	MS Word
General	Monthly Earned Value Management Reports	Monthly, 1st report due 30 days after contract award	Tailored to meet Government TO Project Manager Lead Requirements

Note: All deliverables due "As required NLT agreed to date by the TO PM" will be documented via an email from the TO PM to the Contractor with a copy to the COTR.

8.0 GOVERNMENT-FURNISHED PROPERTY (GFP) AND INFORMATION:

The CATS TO shall comply with clause H.8 of their Eagle Contract (conforming through Mod A000003) and OMB Memorandum 08-21 which states that "agency information security programs apply to all organizations (sources) which possess or use Federal information – or which operate, use, or have access to Federal information systems (whether automated or manual) – on behalf of a Federal agency." For this reason, USCIS PII and Sensitive Information should reside on GFP to facilitate compliance. Special circumstances or cost considerations may exist to modify this guidance; however the expectation is that all OIT personnel will meet the spirit and intent of OMB 08-21.

Consistent with the FAR, the majority of OIT purchases will be processed through USCIS procurement channels; to include software licensing, hardware acquisition, and services contracts. If the Government directs the Contractor to procure IT equipment via an approved ODC, then any equipment and/or software acquired will be treated as GFP and absorbed into the USCIS inventory when applicable and asset management process as appropriate.

In specific circumstances, the Government may be unable to furnish sufficient equipment within a reasonable contract timeframe and the CO may authorize use of non-GFP or non-USCIS facilities to perform work. The expectation is that all systems or devices deployed or established under this contract will not normally be dependent on Contractor facilities or infrastructure.

In all cases, the Government intends to establish and/or furnish services that are non-Contractor-dependent that reside within existing USCIS facilities. When applicable, Government-furnished services (such as web-based, Citrix, or Virtual Machine Interfaces (VMI)) may be provided to perform work.

When provided, the Contractor must utilize these Government Furnished Services (GPS) in lieu of non-GFP to the fullest extent practicable. Example 1: a Contractor site is authorized to

perform work under this contract using the Contractor's workstations and a network connection to USCIS is established. The Government provides a Citrix interface to a virtual desktop within the USCIS LAN. All work under this contract should be performed on the Citrix interface and USCIS data should not be present on the Contractor's workstations. Example 2: under the same conditions in Example 1, the Contractor must set up a system or network device. The hardware is not yet installed into USCIS or accredited and off-line lab testing is still necessary. All work that does not involve USCIS data or network connections may be performed off-line, off-site. However, when USCIS data or network connection is necessary, the system or network device must be transferred USCIS on-site for work to continue.

The Contractor shall:

- Ensure that all USCIS, DHS, and Government-furnished data is transmitted, processed, protected, and stored using GFP.
- Ensure that non-GFP is authorized in writing by CO, with concurrence of the CISO in advance of transmitting, processing, or storing USCIS, DHS, or Government-furnished data.
- Use only GFP hardware, software, devices, or other equipment and ensure the full inventory allotted to the Contractor is available and accountable at all times.

8.1 Anticipated Types of GFP

The following Government property is readily available and will be furnished to the Contractor subject to availability. This property will include, but not be limited to, the following:

- Mobile Devices
- Desktops
- Laptops
- Virtual Private Network (VPN) tokens
- Portable Storage Devices
- Network Servers
- Storage Area Networks
- Network Equipment, including, but not limited to: switches, routers, and similar networking equipment (includes if required Hardware and software related to the establishment of a contractor Authority to Operate)
- Software and Peripherals

8.2 Government Furnished Information

The Government Furnished Information (GFI) identified below will be furnished as part of an electronic reference library for use during the solicitation phase and as part of the subsequent task orders:

- DHS/USCIS SELC Processes and Procedures
- OIT Processes (Change and Configuration Management, Help Desk Support)
- OIT Standard Operating Procedures

- Incumbent Processes and procedures as delivered to the Government (this is non-proprietary information)
- Manuals and other documents pertaining to IT Systems in use under the incumbent contract (those that are non-proprietary in nature)

Note: For Offeror's who do not have access to the DHS Network, see the notice at OFFEROR ACCESS TO REFERENCE DOCUMENTATION on page 86 for additional instructions.

8.3 Government Furnished Information Policy and Guidance

The following are relevant GFI policy and guidance documents that can be provided upon request if the Contractor does not have current access to the DHS network.

- USCIS Security Handbook. The most recent versions of the USCIS Security Handbook are located within the USCIS OSI Intranet website at <http://osi.uscis.dhs.gov/>.
- DHS Management Directives. The most recent versions of DHS Management Directives are located within the DHS Intranet website at <https://dhsonline.dhs.gov/portal/jhtml/general/mdcat.jhtml>
- DHS CISO guidance. The most recent versions of DHS 4300-series policies are located within the DHS Intranet website at <https://dhsonline.dhs.gov/portal/jhtml/community.jhtml?index=10&community=MGMT&id=2002980003>
- NIST guidance. The most recent versions of all NIST guidance are located at <http://csrc.nist.gov/>
- USCIS Policies and Procedures. The most recent versions of all USCIS policies and procedures are posted within the USCIS Documentation Depository

9.0 PLACE OF PERFORMANCE:

The Contractor shall perform the bulk of its services at a contractor facility in Washington DC in a reasonable proximity to USCIS offices at 131 M St, NE, 20 and 111 Massachusetts Ave., NW. Reasonable proximity shall mean that Contractor staff will be able to travel to the USCIS headquarters building in 60 minutes or less. The facility shall meet physical and electronic protection requirements for printed and electronic Sensitive but Unclassified (SBU) information. The contractor may also be required to provide support services (e.g. testing related services at Government facilities at or near 131 M St, NE, and 20 and 111 Massachusetts Ave., NW. Local travel (locations within a fifty (50) mile radius of the USCIS OIT HQ located at 111 Massachusetts Ave., NW.) costs will not be reimbursed.

9.1 Travel:

The Contractor may be required to support a portion of its task order effort outside the Washington Metropolitan Area (WMA) (locations greater than a fifty (50) mile radius of the USCIS OIT HQ located at 111 Massachusetts Ave., NW.) to include international locations. All travel will comply with Section H6.1 of their EAGLE contract. Work shall be performed for delivery to DHS/USCIS Headquarters (HQ), 111 Massachusetts Ave, N.W., Washington, D.C. 20529. All travel must be pre-coordinated and approved by the Task Order COTR.

10. PERIOD OF PERFORMANCE

The period of performance for this TO encompasses a base period of twelve (12) months from award of task order with three (3) twelve (12) month option periods.

11. SECURITY

See PWS Attachment 3

12.0 QUALITY ASSURANCE SURVEILLANCE PLAN

The CATS Quality Assurance Surveillance Plan (QASP) has been developed to evaluate Contractor/s actions while implementing this PWS. It is designed to provide an effective surveillance method of monitoring the Contractor's performance. The QASP provides a systematic method to evaluate the services the Contractor is required to furnish. This QASP is based on the premise the Government desires to maintain a quality standard in the delivery of services as delineated in PWS Section 5.0.

The Acceptable Quality Levels (AQLs) are established for each CATS Task Area. The Contractor's performance will be held to all of the AQLs listed in the AQL tables within PWS Attachment 4). These AQLs shall become effective upon the transition of each major task area to full performance.

The Contractor, and not the Government, is responsible for management and quality control actions to meet the terms of the contract. The role of the government is quality assurance to ensure contract standards are achieved. In this contract the quality control program is the driver for product quality. The Contractor is required to develop a comprehensive program of inspections and monitoring actions. The first major step to ensuring a "self-correcting" contract is to ensure that the quality control program approved at the beginning of the contract provides the measures needed to lead the Contractor to success. Once the quality control program is approved, careful application of the process and standards presented in the remainder of this document will ensure a robust quality assurance program.

13.0 EARNED VALUE MANAGEMENT (EVM) ANALYSIS AND REPORTING EVMS

The CATS TO shall comply with clause H.2 of their Basic Eagle Contract (conforming through Mod A000003) and use an Earned Value Management System (EVMS) that is compliant with the guidelines in ANSI/EIA Standard 748 (current version at time of award), OMB Circular A-11, to include the Capital Programming Guide (current version at time of award), and DHS EVM Guidance (current version at time of award). The Contractor shall coordinate with the individual Government TO Project Managers with regard to tailoring EVMS reporting requirements in accordance with applicable statutory, regulatory and TO requirements.

If the Contractor's EVMS has not been recognized by USCIS as complying with ANSI/EIA Standard 748 (or the Contractor does not have an existing cost/schedule system that is compliant with the guidelines in ANSI/EIA Standard 748), the Contractor shall apply the system to the contract and shall be prepared to demonstrate to USCIS that the EVMS complies with ANSI/EIA Standard 748.

14.0 TASK ORDER REPORTING

14.1 Monthly Status Reports:

The Contractor by the 10th calendar day following the end of each month shall submit for review, processing, and acceptance via electronic media (email) to the COTR with a copy to the Government TO Project Manager a monthly TO status report. The monthly report shall contain, but is not limited to, the following:

- A management summary that includes documenting any major problems/issues, current expenditures by work hours, and any significant progress or events;
- Resource expenditures that include funds expended during the reporting period, cumulative total, and funds remaining on contract, as a roll up from the TO invoice. Other information required includes name, labor category, and hours expended, cumulative hours expended and hours remaining on contract, and projected total hours for each individual working on this task. Monthly Resource expenditure detailed information (all but IT security support) shall breakout monthly costs by task area.
- Narrative that includes a description of work performed on tasks(s) during the reporting period and expected to be performed during the next month, including discussions of any problems/issues and recommendations for correction by the 15th working day following the end of each month.

14.2 The Contractor shall participate in monthly status meetings (as determined by the Government TO Program Manager) consisting of at least two agenda items; Technical Performance and Business Performance. The discussion will include status of projects, issues, and problem areas related to the project. At an agreed upon date and location established by the Contractor, Government TO Program Manager and COTR (optional) each month, a monthly status meeting will be held by the Government TO Project Manager and the Key Personnel to discuss status of projects, issues, and problem areas related to the project. The results of the meeting shall be included in the Monthly Status Report.

14.3 As required by the COTR, the Contractor shall attend meetings with the COTR and/or other USCIS project participants and review work accomplished, work in progress, plans for future work, and issues pertinent to the performance of work tasks that require USCIS attention.

The Contractor shall develop as necessary, written recommendations for future project management/information systems, oral presentations and/or executive briefings to be scheduled. Proposed changes to the project plan shall be discussed with and approved by the COTR

15.0 MANDATORY TRAINING REQUIREMENTS:

The CATS TO Contractor that provides services via the DHS Network shall be subject certain mandatory training requirements. The Contractor shall:

- Ensure all TO personnel using the DHS Network receive Computer Security Awareness Training (CSAT) training within the first 60 days of Entry On Duty (EOD) and annually thereafter. The most recent copy of

CSAT training is located at <http://edvantage.uscis.dhs.gov/> or may be requested by the COTR.

- Ensure that all TO personnel with security-specific duties (ex. ISSO) complete all Government mandated security specific training. Completion timeframes for training is specified in the respective government mandated directives or regulations and will be provided after award of task orders.

16.0 PERSONNEL SECURITY

As a component of DHS, USCIS is bound to all personnel security requirements established by the USCIS Office of Security and Integrity (OSI). The expectation is that all OIT personnel will not violate the personnel vetting and access control standards established by OSI. The Contractor shall:

- Ensure all contract personnel are in-processed consistent with DHS and USCIS personnel security and mandatory employee training requirements, prior to their receipt of GFP and/or USCIS, DHS, and other Government-furnished, non-publicly-releasable data.
- Ensure that USCIS, DHS, and other Government-furnished, non-publicly-releasable data and equipment is not accessed by, or accessible to, non-DHS-cleared personnel.

17.0 SUPPORT OF USCIS AND DHS MANAGEMENT PROCESSES

As a U.S. Government Agency, USCIS is mandated to both follow and establish policies during the course of business. The Contractor is expected to understand and utilize existing USCIS, DHS, and federal policies, procedures, and forms to carry out the tasks within this PWS. USCIS OIT policies and procedures are published within the USCIS Documentation Depository. DHS policies and Management Directives are published at DHS Connect. The Contractor shall:

- Ensure that actions performed under this contract are consistent with, and do not conflict with, USCIS, DHS, and other Government-furnished guidance.
- Ensure that specific standards mentioned within this guidance are applied. The specific standards mentioned within this document are provided to facilitate the contracting process. However, all standards are subject to update or replacement within the period of performance. In all cases, the most recent / current standard, or its successor, shall be applied.

18.0 INFORMATION HANDLING

18.1 Sensitive Data Handling:

There are many categories of classified and sensitive-but-unclassified (SBU) information. The Contractor shall ensure appropriate controls based upon the highest classification level and handling requirements of the data that the Contractor shall transmit, store, protect, or process on behalf of USCIS. The Contractor shall make certain that, when provided, the GFP is used for its

intended purpose and that no other substitutions or alterations are undertaken without prior written approval by the USCIS CISO via the COTR.

18.2 Intra-Agency Data Exchanges and Interfaces:

All data assets, information exchanges / interfaces within and between USCIS systems, whether adopted or developed, that involve USCIS-only data as part of this contract shall use the USCIS Enterprise Service Bus (USCIS ESB) information system.

18.3 Interconnection Security Agreement and Inter-Agency Agreements:

All data assets, information exchanges / interfaces within and between U.S. Government systems that involve USCIS or DHS data as part of this contract shall be submitted to the Security Integration Division and Resource Management Division (RMD) to generate Interconnection Security Agreements (ISAs) and/or Inter-Agency Agreements (IAA).

18.4 External Data Exchanges and Interfaces

All data assets, information exchanges / interfaces within and between USCIS and non-U.S. Government systems that involve USCIS or DHS data as part of this contract shall be submitted to the Security Integration Division to generate Interconnection Security Agreements (ISAs).

18.5 Criminal Investigation Support:

- The Office of Security and Integrity (OSI) and Office of the Inspector General (OIG) conduct criminal investigations and inquiries on behalf of USCIS. Any attempt to impede a federal investigation can result in criminal prosecution. The Contractor shall:
- Cooperate with the Office of Security and Integrity (OSI) during a criminal investigation as required by federal law or DHS directives.
- Not take independent or unilateral actions on any request for criminal investigatory data calls that are owned, managed, or used in support of the USCIS mission. All criminal investigatory requests for information must be initiated by OSI or OIG, and coordinated through SID.
- Coordinate all seizures of IT equipment, data, etc. through the OIT ISD.
- Raise current or pending criminal investigations to the attention of OSI or OIG immediately.
- Refer any and all criminal investigatory request from an outside law-enforcement agency to OSI.

18.6 Management Inquiry Support:

The OIT Information Security Division (ISD) and Office of the Inspector General (OIG) initiate managerial investigations and inquiries on behalf of USCIS.

- Cooperate with OIG and OIT ISD during a Management Inquiry.
- Coordinate all seizures of IT equipment, data, etc. through the OIT ISD.
- Refer any and all information requests to the OIT ISD.

- Not take independent or unilateral actions on any request for Management Inquiry investigatory data calls that are owned, managed, or used in support of the USCIS mission.

18.7 Random Quality Assurance Inspection:

USCIS shall conduct reviews to ensure that the security requirements in the contract are implemented and enforced. Upon 24 hours notice by the USCIS CISO or Certifying Authority (CA) via the COTR, the Contractor shall submit to on-site inspection of any area where system development, monitoring, management, processing, or storage of DHS or USCIS information occurs. If additional notification time is required, the Contractor must identify this in advance of the review request along with the rationale.

19.0 KEY PERSONNEL:

See HSAM Clause 3052.215-70 Key Personnel or Facilities (DEC 2003) on page 84.

ATTACHMENT 1 – CATS PWS

**USCIT IT Processes and Tools that are unique to the USCIS
C&A Processes**

USCIS IT Tool	Description	OIT POC	Reference
Trusted Agent FISMA	DHS provided tool used as a repository of Certification and Accreditation artifacts.		(b)(6)
Vulnerability Scanning Tools	Supports data repository testing techniques privacy impacts		

Contractor should have knowledge of using the following C&A and ST&E Software Applications	
<ul style="list-style-type: none"> • e Eye Retna • Nessus • DB protect • Gardium, IBM • Core Impact 	<ul style="list-style-type: none"> • Risk Management System • eMass • Microsoftbaseline Analyzer Web Inspect • ADPscan, IBM

Contractor should have in-depth knowledge of and will be expected to use: (should include, but not-limited to)	
<ul style="list-style-type: none"> • MS SQL • Oracle • Windows OS • Unix OS 	<ul style="list-style-type: none"> • Active Directory Admin • Scripting Language

ATTACHMENT 2 – CATS PWS

Labor Categories and Qualifications

Education and Experience: The offeror should consider the education and experience levels listed in the Table below. Equivalences have been provided in the columns, "Equivalent Education and Experience" to add flexibility and to assist offerors in aligning resources proposed for EAGLE requirements. It is anticipated that all experience and education will be in a technical field directly related to the labor category being proposed and all diplomas, GED certificates, and degrees will be from accredited institutions. Further, the Contracting Officer(s) for individual Task Orders may grant waivers for these Levels or allow substitution of certain technical certifications for education and/or experience if it is determined to be in the best interest of the Government. Any equivalencies or substitutions must be cited in the Task Order. Any and all levels may include supervisory duties.

Labor Category Qualification Requirements

Level	Education & Experience Levels			Equivalent Education and Experience	
	Education	and	Experience	Acquired Degree	Minimum Experience
I	High School diploma or GED certification	and	1 year	Less than High School/GED	2 years
II	Associate's Degree or higher	and	2 years	High School/GED	4 years
III	Bachelor's Degree or higher	and	5 years	High School/GED	9 years
				Associate	7 years
				Master	3 years
				Doctorate	1 year
IV	Master's Degree or higher	and	6 years	High School/GED	12 years
				Associate	10 years
				Bachelor	8 years
				Doctorate	4 years

**ATTACHMENT 3 – CATS PWS
SECURITY REQUIREMENTS**

1. Section 508 Requirements
2. Security Oversight
3. Security Requirements
4. Security Determination
- 5.. Security Review
6. Access to Unclassified Facilities, IT Resources, and Sensitive Information
- 7.. Homeland Security Enterprise Architecture (HLS EA) Compliance
8. Interconnection Security Agreements
9. IT Security in the USCIS Systems Engineering Life Cycle (SELC)
10. Security Assurances
11. Data Security
12. Encryption
13. Change, Configuration and Release Management (CCRM)
14. Federal Desktop Core Configuration (FDCC) Clause

1. Section 508 Requirements

Section X.0 Section 508 Requirements

Section X.1 Accessibility Requirements

Section 508 of the Rehabilitation Act, as amended by the Workforce Investment Act of 1998 (P.L. 105-220) requires that when Federal agencies develop, procure, maintain, or use electronic and information technology, they must ensure that it is accessible to people with disabilities. Federal employees and members of the public who have disabilities must have equal access to and use of information and data that is comparable to that enjoyed by non-disabled Federal employees and members of the public.

All EIT deliverables within this work statement shall comply with the applicable technical and functional performance criteria of Section 508 unless exempt. Specifically, the following applicable standards have been identified:

Section X.2 Section 508 Applicable EIT Accessibility Standards

36 CFR 1194.21 – Software Applications and Operating Systems, applies to all EIT software applications and operating systems procured or developed under this work statement including but not limited to GOTS and COTS software. In addition, this standard is to be applied to Web-based applications when needed to fulfill the functional performance criteria. This standard also applies to some Web based applications as described within 36 CFR 1194.22.

36 CFR 1194.22 – Web-based Intranet and Internet Information and Applications, applies to all Web-based deliverables, including documentation and reports procured or developed under this work statement. When any Web application uses a dynamic (non-static) interface, embeds custom user control(s), embeds video or multimedia, uses proprietary or technical approaches such as, but not limited to, Flash or Asynchronous Javascript and XML (AJAX) then “1194.21 Software” standards also apply to fulfill functional performance criteria.

36 CFR 1194.23 – Telecommunications Products, applies to all telecommunications products including end-user interfaces such as telephones and non end-user interfaces such as switches, circuits, etc. that are procured, developed or used by the Federal Government.

36 CFR 1194.24 – Video and Multimedia Products, applies to all video and multimedia products that are procured or developed under this work statement. Any video or multimedia presentation shall also comply with the software standards (1194.21) when the presentation is through the use of a Web or Software application interface having user controls available.

36 CFR 1194.25 – Self Contained, Closed Products, applies to all EIT products such as printers, copiers, fax machines, kiosks, etc. that are procured or developed under this work statement.

36 CFR 1194.26 – Desktop and Portable Computers, applies to all desktop and portable computers, including but not limited to laptops and personal data assistants (PDA) that are procured or developed under this work statement.

36 CFR 1194.31 – Functional Performance Criteria applies to all EIT deliverables regardless of delivery method. All EIT deliverable shall use technical standards, regardless of technology, to fulfill the functional performance criteria.

36 CFR 1194.41 – Information Documentation and Support, applies to all documents, reports, as well as help and support services. To ensure that documents and reports fulfill the required “1194.31 Functional Performance Criteria”, they shall comply with the technical standard associated with Web-based Intranet and Internet Information and Applications at a minimum. In addition, any help or support provided in this work statement that offer telephone support, such as, but not limited to, a help desk shall have the ability to transmit and receive messages using TTY.

Section X.3 Section 508 Applicable Exceptions

Exceptions for this work statement have been determined by DHS and only the exceptions described herein may be applied. Any request for additional exceptions shall be sent to the COTR and determination will be made in accordance with DHS MD 4010.2. DHS has identified the following exceptions that may apply:

36 CFR 1194.2(b) – (COTS/GOTS products), When procuring a product, each agency shall procure products which comply with the provisions in this part when such products are available in the commercial marketplace or when such products are developed in response to a Government solicitation. Agencies cannot claim a product as a whole is not commercially available because no product in the marketplace meets all the standards. If products are commercially available that meet some but not all of the standards, the agency must procure the product that best meets the standards.

When applying this standard, all procurements of EIT shall have documentation of market research that identify a list of products or services that first meet the agency business needs, and from that list of products or services, an analysis that the selected product met more of the accessibility requirements than the non-selected products as required by FAR 39.2. Any selection of a product or service that meets less accessibility standards due to a significant difficulty or expense shall only be permitted under an undue burden claim and requires approval from the DHS Office of Accessible Systems and Technology (OAST) in accordance with DHS MD 4010.2.

36 CFR 1194.3(b) – Incidental to Contract, all EIT that is exclusively owned and used by the contractor to fulfill this work statement does not require compliance with Section 508. This exception does not apply to any EIT deliverable, service or item that will be used by any Federal employee(s) or member(s) of the public. This exception only applies to those contractors assigned to fulfill the obligations

2. Security Oversight

USCIS Office of Security & Integrity (OSI)

USCIS OSI
Personnel & Industrial Security
Attn: Karen McGuire
70 Kimball Avenue
South Burlington, VT 05403
Telephone: (b)(6)

3. Security Requirements

3.1. General

U.S. Citizenship & Immigration Services (USCIS) has determined that performance of this contract requires that the Contractor, subcontractor(s), vendor(s), etc. (herein known as Contractor), requires access to sensitive but unclassified information, and that the Contractor will adhere to the following.

4. Suitability Determination

USCIS shall have and exercise full control over granting, denying, withholding or terminating access of unescorted Contractor employees to government facilities and/or access of Contractor employees to sensitive but unclassified information, based upon the results of a background investigation. USCIS may, as it deems appropriate, authorize and make a favorable entry on duty (EOD) decision based on preliminary security checks. The favorable EOD decision would allow the employees to commence work temporarily prior to the completion of the full investigation. The granting of a favorable EOD decision shall not be considered as assurance that a full employment suitability authorization will follow as a result thereof. The granting of a favorable EOD decision or a full employment suitability determination shall in no way prevent, preclude, or bar the withdrawal or termination of any such access by USCIS, at any time during the term of the contract. No employee of the Contractor shall be allowed unescorted access to a USCIS facility without a favorable EOD decision or suitability determination by the Office of Security & Investigations (OSI).

Background Investigations

Contract employees (to include applicants, temporaries, part-time and replacement employees) under the contract, needing access to sensitive but unclassified information, shall undergo a position sensitivity analysis based on the duties, outlined in the Position Designation Determination (PDD) for Contractor Personnel, each individual will perform on the contract. The results of the position sensitivity analysis shall identify the appropriate background investigation to be conducted. All background investigations will be processed through OSI. Prospective Contractor employees shall submit the following completed forms to OSI through

the COTR no less than 30 days before the starting date of the contract or 30 days prior to entry on duty of any employees, whether a replacement, addition, subcontractor employee, or vendor:

1. Standard Form 85P, "Questionnaire for Public Trust Positions"
2. DHS Form 11000-6, "Conditional Access to Sensitive but Unclassified Information Non-Disclosure Agreement"
3. FD Form 258, "Fingerprint Card" (2 copies)
4. Form DHS-11000-9, "Disclosure and Authorization Pertaining to Consumer Reports Pursuant to the Fair Credit Reporting Act"
5. Position Designation Determination for Contract Personnel Form
6. Foreign National Relatives or Associates Statement
7. Contract Employee Coding Sheet
8. Citizenship Declaration

Required forms will be provided by USCIS at the time of award of the contract. Only complete packages will be accepted by OSI. Specific instructions on submission of packages will be provided upon award of the contract.

Be advised that unless an applicant requiring access to sensitive but unclassified information has resided in the US for three of the past five years, OSI may not be able to complete a satisfactory background investigation. In such cases, USCIS retains the right to deem an applicant as ineligible due to insufficient background information.

The use of Non-U.S. citizens, including Lawful Permanent Residents (LPRs), is not permitted in the performance of this contract for any position that involves access to or development of any DHS IT system. USCIS will consider only U.S. Citizens for employment on this contract. USCIS will not approve LPRs for employment on this contract in any position that requires the LPR to access or assist in the development, operation, management or maintenance of DHS IT systems. By signing this contract, the contractor agrees to this restriction. In those instances where other non-IT requirements contained in the contract can be met by using LPRs, those requirements shall be clearly described.

4.1. Employment Eligibility

The Contractor must agree that each employee working on this contract will have a Social Security Card issued and approved by the Social Security Administration. The Contractor shall be responsible to USCIS for acts and omissions of his own employees and for any Subcontractor(s) and their employees to include financial responsibility for all damage or injury to persons or property resulting from the acts or omissions of the contractor's employees.

Subject to existing law, regulations and/ or other provisions of this contract, illegal or undocumented aliens will not be employed by the Contractor, or with this contract. The Contractor will ensure that this provision is expressly incorporated into any and all Subcontracts or subordinate agreements issued in support of this contract.

4.2. Continued Eligibility

If a prospective employee is found to be ineligible for access to USCIS facilities or information, the COTR will advise the Contractor that the employee shall not continue to work or to be assigned to work under the contract.

USCIS reserves the right and prerogative to deny and/ or restrict the facility and information access of any Contractor employee whose actions are in conflict with the standards of conduct, 5 CFR 2635 and 5 CFR 3801, or whom USCIS determines to present a risk of compromising sensitive but unclassified information to which he or she would have access under this contract.

The Contractor will report any adverse information coming to their attention concerning contract employees under the contract to USCIS OSI. The subsequent termination of employment of an employee does not obviate the requirement to submit this report. The report shall include the employees' name and social security number, along with the adverse information being reported.

OSI must be notified of all terminations/ resignations within five days of occurrence. The Contractor will return any expired USCIS issued identification cards and building passes, or those of terminated employees to the COTR. If an identification card or building pass is not available to be returned, a report must be submitted to the COTR, referencing the pass or card number, name of individual to whom issued, the last known location and disposition of the pass or card.

5. Security Review

The Government may elect to conduct periodic reviews to ensure that the security requirements contained in this contract are being implemented and enforced. The Contractor shall afford DHS including the organization of the DHS Office of the Chief Information Officer, the Office of the Inspector General, authorized Contracting Officer's Technical Representative (COTR), and other government oversight organizations, access to the Contractor's facilities, installations, operations, documentation, databases, and personnel used in the performance of this contract. The Contractor will contact the DHS Chief Information Security Officer to coordinate and participate in the review and inspection activity of government oversight organizations external to the DHS. Access shall be provided to the extent necessary for the government to carry out a program of inspection, investigation, and audit to safeguard against threats and hazards to the integrity, availability, and confidentiality of DHS data or the function of computer systems operated on behalf of DHS, and to preserve evidence of computer crime.

6. Access to Unclassified Facilities, IT Resources, and Sensitive Information

The assurance of the security of unclassified facilities, Information Technology (IT) resources, and sensitive information during the acquisition process and contract performance are essential to the DHS mission. DHS Management Directive (MD) 11042.1 Safeguarding Sensitive But Unclassified (For Official Use Only) Information, describes how contractors must handle sensitive but unclassified information. DHS MD 140-1 Information Technology Systems Security and the DHS Sensitive Systems Handbook prescribe policies and procedures on security for IT resources. Contractors shall comply with these policies and procedures, any replacement publications, or any other current or future DHS policies and procedures covering contractors specifically for all Task Orders under EAGLE that require access to facilities, IT resources or sensitive information. Contractors shall not use or redistribute any DHS information processed, stored, or transmitted by the contractor except as specified in the task order.

7. DHS Enterprise Architecture Compliance

All solutions and services shall meet DHS Enterprise Architecture and governance policies, standards, and procedures. Specifically, the contractor shall comply with the following Homeland Security Enterprise Architecture (HLS EA) and governance requirements:

- All developed solutions and requirements shall be compliant with the HLS EA and governance processes.
- All IT hardware and/or software shall be compliant with the DHS EA Technical Reference Model (TRM) Standards and Products Profile.
- All data assets, information exchanges and data standards, whether adopted or developed, shall be submitted to the Enterprise Data Management Office (EDMO) for review and insertion into the DHS Data Reference Model.
- In compliance with Office of Management & Budget (OMB) mandates, all network hardware shall be IPv6 compatible without modification, upgrade, or replacement.

8. Interconnection Security Agreements

Interconnections between DHS and non-DHS IT systems shall be established only through controlled interfaces and via approved service providers. The controlled interfaces shall be accredited at the highest security level of information on the network. Connections with other Federal agencies shall be documented based on interagency agreements; memoranda of understanding, service level agreements or interconnect service agreements.

9. IT Security in the USCIS Systems Engineering Life Cycle (SELC)

The USCIS SELC Manual (pending distribution) documents all system activities required for the development, operation, and disposition of IT security systems. Required systems analysis, deliverables, and security activities are identified in the USCIS SELC manual by lifecycle phase.

The contractor shall assist the appropriate USCIS ISSO with development and completion of all SLC activities and deliverables contained in the USCIS SELC and DHS Sensitive Systems Policy Directive 4300 A and DHS AD 102.01. The USCIS SELC is supplemented with information from DHS and USCIS Policies and procedures as well as the National Institute of Standards Special Procedures related to computer security and FISMA compliance. These activities presently include; but are not limited to, development of the following documents:

- **System Security Plan (SSP):** This is the primary reference that describes system sensitivity, criticality, security controls, policies, and procedures. The SSP shall be based upon the completion of the DHS FIPS 199 workbook to categorize the system of application and completion of the RMS Questionnaire. The SSP shall be completed as part of the System or Release Definition Process in the SLC and shall not be waived or tailored.
- **Privacy Impact Assessment (PIA) and System of Records Notification (SORN).** For each new development activity, each incremental system update, or system recertification, a PIA and SORN shall be evaluated. If the system (or modification) triggers a PIA the contractor shall support the development of PIA and SORN as required. The Privacy Act of 1974 requires the PIA and shall be part of the SLC process performed at either System or Release Definition.
- **Contingency Plan (CP):** This plan describes the steps to be taken to ensure that an automated system or facility can be recovered from service disruptions in the event of emergencies and/or disasters. The Contractor shall support annual contingency plan testing and shall provide a Contingency Plan Test Results Report.
- **Security Test and Evaluation (ST&E):** This document evaluates each security control and countermeasure to verify operation in the manner intended. Test parameters are established based on results of the RA. An ST&E shall be conducted for each Major Application and each General Support System as part of the certification process. The Contractor shall support this process.
- **Security Assessment Report (SAR):** This document identifies threats and vulnerabilities, assesses the impacts of the threats, evaluates in-place countermeasures, and identifies additional countermeasures necessary to ensure an acceptable level of security. The SAR shall be completed after completing the NIST 800-53 evaluation, Contingency Plan Testing, and the ST&E. Identified weakness shall be documented in a Plan of Action and Milestone (POA&M) in the USCIS Trusted Agent FISMA (TAF) tool. Each POA&M entry shall identify the cost of mitigating the weakness and the schedule for mitigating the weakness, as well as a POC for the mitigation efforts.
- **Certification and Accreditation (C&A):** This program establishes the extent to which a particular design and implementation of an automated system and the facilities housing that system meet a specified set of security requirements, based on the RA of security features and other technical requirements (certification), and the management authorization and approval of a system to process sensitive but unclassified information

(accreditation). As appropriate the Contractor shall be granted access to the USCIS TAF and Risk Management System (RMS) tools to support C&A and its annual assessment requirements. Annual assessment activities shall include completion of the NIST 800-53 Continuous Monitoring Process in TAF, annual review of user accounts, and annual review of the FIPS categorization. C&A status shall be reviewed for each incremental system update and a new full C&A process completed when a major system revision is anticipated.

- **Separation of Duties:** The contractor shall divide and separate duties and responsibilities of critical IT system functions among several different individuals to minimize the possibility that any one individual would have the necessary authority or system access to be able to engage in fraudulent or criminal activity. The vendor providing C&A services may not perform the security controls testing.

10. Security Assurances

DHS Management Directives 4300 requires compliance with standards set forth by NIST, for evaluating computer systems used for processing SBU information. The Contractor shall ensure that requirements are allocated in the functional requirements and system design documents to security requirements are based on the DHS policy, NIST standards and applicable legislation and regulatory requirements. Systems shall offer the following visible security features:

User Identification and Authentication (I&A) – I&A is the process of telling a system the identity of a subject (for example, a user) (I) and providing that the subject is who it claims to be (A). Systems shall be designed so that the identity of each user shall be established prior to authorizing system access, each system user shall have his/her own user ID and password, and each user is authenticated before access is permitted. All system and database administrative users shall have strong authentication, with passwords that shall conform to established DHS standards. All USCIS Identification and Authentication shall be done using the Password Issuance Control System (PICS) or its successor. Under no circumstances will Identification and Authentication be performed by other than the USCIS standard system in use at the time of a systems development.

Discretionary Access Control (DAC) – DAC is a DHS access policy that restricts access to system objects (for example, files, directories, devices) based on the identity of the users and/or groups to which they belong. All system files shall be protected by a secondary access control measure.

Object Reuse – Object Reuse is the reassignment to a subject (for example, user) of a medium that previously contained an object (for example, file). Systems that use memory to temporarily store user I&A information and any other SBU information shall be cleared before reallocation.

Audit – DHS systems shall provide facilities for transaction auditing, which is the examination of a set of chronological records that provide evidence of system and user activity. Evidence of active review of audit logs shall be provided to the USCIS IT Security Office on a monthly basis, identifying all security findings including failed log in attempts, attempts to access restricted information, and password change activity.

Banner Pages – DHS systems shall provide appropriate security banners at start up identifying the system or application as being a Government asset and subject to government laws and regulations. This requirement does not apply to public facing internet pages, but shall apply to intranet applications.

11. Data Security

SBU systems shall be protected from unauthorized access, modification, and denial of service. The Contractor shall ensure that all aspects of data security requirements (i.e., confidentiality, integrity, and availability) are included in the functional requirements and system design, and ensure that they meet the minimum requirements as set forth in the DHS Sensitive Systems Handbook and USCIS policies and procedures. These requirements include:

Integrity – The computer systems used for processing SBU shall have data integrity controls to ensure that data is not modified (intentionally or unintentionally) or repudiated by either the sender or the receiver of the information. A risk analysis and vulnerability assessment shall be performed to determine what type of data integrity controls (e.g., cyclical redundancy checks, message authentication codes, security hash functions, and digital signatures, etc.) shall be used.

Confidentiality – Controls shall be included to ensure that SBU information collected, stored, and transmitted by the system is protected against compromise. A risk analysis and vulnerability assessment shall be performed to determine if threats to the SBU exist. If it exists, data encryption shall be used to mitigate such threats.

Availability – Controls shall be included to ensure that the system is continuously working and all services are fully available within a timeframe commensurate with the availability needs of the user community and the criticality of the information processed.

Data Labeling – The contractor shall ensure that documents and media are labeled consistent with the DHS Sensitive Systems Handbook.

12. Encryption

All encryption shall be FIPS 197 Advanced Encryption Standard (AES) that has been FIPS 140-2 certified.

13. Change, Configuration and Release Management (CCRM)

The Contractor shall provide support for completion of all activities related to the USCIS Configuration, Change and Release Management (CCRM) process.

The services provided shall include processes to ensure system and infrastructure integrity as a mid-range web and database applications product moves through the development, test, staging, and production environments. USCIS is implementing an ITIL based Change, Configuration and Release Management environment. By enforcing manual and automated, standards-based processes, the number and impact of unplanned changes will be reduced, full auditing will be enabled and USCIS will have lifecycle visibility across projects and teams for all systems. The Contractor shall maintain applicable items in the USCIS electronic document library, and shall

comply with a standard and accessible change control process in accordance with USCIS OIT CCRM policy. A change is an addition, modification or removal of approved, supported or baseline hardware, network, software, application, system, image or associated documentation. All changes that are ready for distribution are currently placed in the USCIS Version Manager, along with a Version Description Document (VDD). The Contractor shall support the deployment of the change release based on the installation instructions contained in the VDD.

Deliverables may include, but are not limited to: documentation to demonstrate maintenance of applicable items in the USCIS electronic document library, and compliance with a standard and accessible change control process in accordance with USCIS OIT CCRM policy.

14. Federal Desktop Core Configuration (FDCC) Clause

All hardware and software shall be Federal Desktop Core Configuration (FDCC) compatible.

ATTACHMENT 4 – CATS PWS CATS Performance Standards

The CATS QASP is designed to assess the Contractor's CATS Task Order overall performance to ensure compliance with the Government's performance objectives. The CATS TO consists of four (4) Task Areas. Each Task Area is comprised of task area activities PWS Section 5.1 – 5.4. The activities (performance objectives) within each of the Task Areas delineate specific performance requirements the Contractor shall be expected to support over the course of the contract period of performance (PoP). The QASP Tables include standard/acquisition quality levels (AQLs)

CATS Task Area 1	FISMA - (Section 5.1.)
CATS Task Area 2	Quality Assurance - (Section 5.2)
CATS Task Area 3	ST&E – (Section 5.3)
CATS Task Area 4	ICCB - (Section 5.4)

The QASP is included as part of the PWS and inspects the outputs, not the process.

Required Services	AQL Number	AQL	AQL Monitoring Methodology	AQL Performance Standard
Conduct the full range of C&A activities for ensuring that USCIS systems and major applications adhere to formal and established FISMA security requirements.	CATS-1-2	The Contractor shall document their CATS Task Area 1-4 activities via the creation of deliverables identified in PWS Section 7.0 and based upon the standards set forth in the applicable reference documents identified in PWS Section 4.0	<ul style="list-style-type: none"> Deliverable Review and acceptance of the final deliverable. 	<ul style="list-style-type: none"> 3 or Less rejected final deliverables per month. No more than 2 Government draft reviews per deliverable
	CATS-1-3	The Contractor shall deliver all deliverables IAW delivery schedule identified in PWS Section 7.0 or coordinated through the CATS Government Task Lead.	<ul style="list-style-type: none"> All deliverables will be identified in the Contractors Monthly Status Report with planned and actual delivery dates 	<ul style="list-style-type: none"> 100% Compliant

Additional Task Order Terms and Conditions

Along with the following additional task order terms and conditions, all DHS EAGLE IDIQ Contract Clauses are applicable to the resultant task order.

52.252-2 Clauses Incorporated by Reference (FEB 1998)

This task order incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address (es):

<http://www.acquisition.gov/far>

(End of clause)

- 52.204-10 Reporting Executive Compensation and First-Tier Subcontract Awards (JUL 2010)**
- 52.222-54 Employment Eligibility Verification (JAN 2009)**
- 52.223-17 Affirmative Procurement of EPA-designated Items in Service and Construction Contracts (MAY 2008)**
- 52.223-18 Contractor Policy to Ban Text Messaging While Driving (Sep 2010)**
- 52.227-17 Rights in Data -- Special Works (DEC 2007)**
- 52.237-3 Continuity of Services (JAN 1991)**
- 52.245-1 Government Property (AUG 2010)**
- 52.245-9 Use and Charges (AUG 2010)**

FAR CLAUSES INCORPORATED IN FULL TEXT:**52.217-7 Option for Increased Quantity—Separately Priced Line Item (MAR 1989)**

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor 30 days prior to commencement of performance of option for increased quantities. Delivery of added items shall continue at the same rate that like items are called for under the task order, unless the parties otherwise agree.

(End of clause)

52.217-8 Option to Extend Services (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the task order. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days of the period of performance expiration.

(End of clause)

52.217-9 Option to Extend the Term of the Contract (MAR 2000)

(a) The Government may extend the term of this task order by written notice to the Contractor within 30 days before expiration of the period of performance; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the task order expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended task order shall be considered to include this option clause.

(c) The total duration of this task order, including the exercise of any options under this clause, shall not exceed four (4) years six (6) months.

(End of clause)

52.234-4 Earned Value Management System (JULY 2006)

(a) The Contractor shall use an earned value management system (EVMS) that has been determined by the Cognizant Federal Agency (CFA) to be compliant with the guidelines in ANSI/EIA Standard - 748 (current version at the time of award) to manage this contract. If the Contractor's current EVMS has not been determined compliant at the time of award, see paragraph (b) of this clause. The Contractor shall submit reports in accordance with the requirements of this contract.

(b) If, at the time of award, the Contractor's EVM System has not been determined by the CFA as complying with EVMS guidelines or the Contractor does not have an existing cost/schedule control system that is compliant with the guidelines in ANSI/EIA Standard - 748 (current version at time of award), the Contractor shall—

(1) Apply the current system to the contract; and

(2) Take necessary actions to meet the milestones in the Contractor's EVMS plan approved by the Contracting Officer.

(c) The Government will conduct an Integrated Baseline Review (IBR). If a pre-award IBR has not been conducted, a post award IBR shall be conducted as early as practicable after contract award.

(d) The Contracting Officer may require an IBR at—

- (1) Exercise of significant options; or
- (2) Incorporation of major modifications.

(e) Unless a waiver is granted by the CFA, Contractor proposed EVMS changes require approval of the CFA prior to implementation. The CFA will advise the Contractor of the acceptability of such changes within 30 calendar days after receipt of the notice of proposed changes from the Contractor. If the advance approval requirements are waived by the CFA, the Contractor shall disclose EVMS changes to the CFA at least 14 calendar days prior to the effective date of implementation.

(f) The Contractor shall provide access to all pertinent records and data requested by the Contracting Officer or a duly authorized representative as necessary to permit Government surveillance to ensure that the EVMS conforms, and continues to conform, with the performance criteria referenced in paragraph (a) of this clause.

(g) The Contractor shall require the subcontractors specified below to comply with the requirements of this clause: *[Insert list of applicable subcontractors.]*

Cyber Security Compliance Solutions
InfoSecure Technology, Inc
SMS Data Products Group, Inc

(End of clause)

Homeland Security Acquisition Regulation (HSAR) clauses and provisions incorporated by reference.

FAR clause 52.252-2, this task order incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of HSAR clauses may be accessed electronically at this internet address:

http://www.dhs.gov/xlibrary/assets/opnbiz/cpo_hsar_finalrule.pdf

3052.242-71 Dissemination of Contract Information (DEC 2003)

3052.242-72 Contracting Officer's Technical Representative (DEC 2003)

3052.245-70 Government Property Reports (AUG 2008) [Deviation]

Homeland Security Acquisition Regulation Clauses & Provisions in Full Text**3052.204-70 Security Requirements for Unclassified Information Technology Resources
(JUN 2006)**

(a) The Contractor shall be responsible for Information Technology (IT) security for all systems connected to a DHS network or operated by the Contractor for DHS, regardless of location.

This clause applies to all or any part of the task order that includes information technology resources or services for which the Contractor must have physical or electronic access to sensitive information contained in DHS unclassified systems that directly support the agency's mission.

(b) The Contractor shall provide, implement, and maintain an IT Security Plan. This plan shall describe the processes and procedures that will be followed to ensure appropriate security of IT resources that are developed, processed, or used under this task order.

(1) Within 30 days after task order award, the contractor shall submit for approval its IT Security Plan, which shall be consistent with and further detail the approach contained in the offeror's proposal. The plan, as approved by the Contracting Officer, shall be incorporated into the task order as a compliance document.

(2) The Contractor's IT Security Plan shall comply with Federal laws that include, but are not limited to, the Computer Security Act of 1987 (40 U.S.C. 1441 et seq.); the Government Information Security Reform Act of 2000; and the Federal Information Security Management Act of 2002; and with Federal policies and procedures that include, but are not limited to, OMB Circular A-130.

(3) The security plan shall specifically include instructions regarding handling and protecting sensitive information at the Contractor's site (including any information stored, processed, or transmitted using the Contractor's computer systems), and the secure management, operation, maintenance, programming, and system administration of computer systems, networks, and telecommunications systems.

(c) Examples of tasks that require security provisions include--

(1) Acquisition, transmission or analysis of data owned by DHS with significant replacement cost should the contractor's copy be corrupted; and

(2) Access to DHS networks or computers at a level beyond that granted the general public (e.g., such as bypassing a firewall).

(d) At the expiration of the task order, the contractor shall return all sensitive DHS information and IT resources provided to the contractor during the task order, and certify that all non-public DHS information has been purged from any contractor-owned system. Components shall conduct reviews to ensure that the security requirements in the contract are implemented and enforced.

(e) Within 6 months after task order award, the contractor shall submit written proof of IT Security accreditation to DHS for approval by the DHS Contracting Officer. Accreditation will proceed according to the criteria of the DHS Sensitive System Policy Publication, 4300A (Version 2.1, July 26, 2004) or any replacement publication, which the Contracting Officer will provide upon

request. This accreditation will include a final security plan, risk assessment, security test and evaluation, and disaster recovery plan/continuity of operations plan. This accreditation, when accepted by the Contracting Officer, shall be incorporated into the task order as a compliance document. The contractor shall comply with the approved accreditation documentation.

(End of clause)

3052.204-71, Alt I Contractor Employee Access, Alternate I (JUN 2006)

(a) Sensitive Information, as used in this Chapter, means any information, the loss, misuse, disclosure, or unauthorized access to or modification of which could adversely affect the national or homeland security interest, or the conduct of Federal programs, or the privacy to which individuals are entitled under section 552a of title 5, United States Code (the Privacy Act), but which has not been specifically authorized under criteria established by an Executive Order or an Act of Congress to be kept secret in the interest of national defense, homeland security or foreign policy. This definition includes the following categories of information:

(1) Protected Critical Infrastructure Information (PCII) as set out in the Critical Infrastructure Information Act of 2002 (Title II, Subtitle B, of the Homeland Security Act, Public Law 107-296, 196 Stat. 2135), as amended, the implementing regulations thereto (Title 6, Code of Federal Regulations, Part 29) as amended, the applicable PCII Procedures Manual, as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the PCII Program Manager or his/her designee);

(2) Sensitive Security Information (SSI), as defined in Title 49, Code of Federal Regulations, Part 1520, as amended, "Policies and Procedures of Safeguarding and Control of SSI," as amended, and any supplementary guidance officially communicated by an authorized official of the Department of Homeland Security (including the Assistant Secretary for the Transportation Security Administration or his/her designee);

(3) Information designated as "For Official Use Only," which is unclassified information of a sensitive nature and the unauthorized disclosure of which could adversely impact a person's privacy or welfare, the conduct of Federal programs, or other programs or operations essential to the national or homeland security interest; and

(4) Any information that is designated "sensitive" or subject to other controls, safeguards or protections in accordance with subsequently adopted homeland security information handling procedures.

(b) "Information Technology Resources" include, but are not limited to, computer equipment, networking equipment, telecommunications equipment, cabling, network drives, computer drives, network software, computer software, software programs, intranet sites, and internet sites.

- (c) Contractor employees working on this task order must complete such forms as may be necessary for security or other reasons, including the conduct of background investigations to determine suitability. Completed forms shall be submitted as directed by the Contracting Officer. Upon the Contracting Officer's request, the Contractor's employees shall be fingerprinted, or subject to other investigations as required. All contractor employees requiring recurring access to Government facilities or access to sensitive information or IT resources are required to have a favorably adjudicated background investigation prior to commencing work on this task order unless this requirement is waived under Departmental procedures.
- (d) The Contracting Officer may require the contractor to prohibit individuals from working on the task order if the government deems their initial or continued employment contrary to the public interest for any reason, including, but not limited to, carelessness, and insubordination, incompetence, or security concerns.
- (e) Work under this contract may involve access to sensitive information. Therefore, the Contractor shall not disclose, orally or in writing, any sensitive information to any person unless authorized in writing by the Contracting Officer. For those contractor employees authorized access to sensitive information, the contractor shall ensure that these persons receive training concerning the protection and disclosure of sensitive information both during and after task order performance.
- (f) The Contractor shall include the substance of this clause in all subcontracts at any tier where the subcontractor may have access to Government facilities, sensitive information, or resources.
- (g) Before receiving access to IT resources under this task order the individual must receive a security briefing, which the Contracting Officer's Technical Representative (COTR) will arrange, and complete any nondisclosure agreement furnished by DHS.
- (h) The contractor shall have access only to those areas of DHS information technology resources explicitly stated in this task order or approved by the COTR in writing as necessary for performance of the work under this contract. Any attempts by contractor personnel to gain access to any information technology resources not expressly authorized by the statement of work, other terms and conditions in this task order, or as approved in writing by the COTR, is strictly prohibited. In the event of violation of this provision, DHS will take appropriate actions with regard to the task order and the individual(s) involved.
- (i) Contractor access to DHS networks from a remote location is a temporary privilege for mutual convenience while the contractor performs business for the DHS Component. It is not a right, a guarantee of access, a condition of the task order, or Government Furnished Equipment (GFE).
- (j) Contractor access will be terminated for unauthorized use. The contractor agrees to hold and save DHS harmless from any unauthorized use and agrees not to request additional time or money under the task order for any delays resulting from unauthorized use or access.

(k) Non-U.S. citizens shall not be authorized to access or assist in the development, operation, management or maintenance of Department IT systems under the task order, unless a waiver has been granted by the Head of the Component or designee, with the concurrence of both the Department's Chief Security Officer (CSO) and the Chief Information Officer (CIO) or their designees. Within DHS Headquarters, the waiver may be granted only with the approval of both the CSO and the CIO or their designees. In order for a waiver to be granted:

(1) The individual must be a legal permanent resident of the U. S. or a citizen of Ireland, Israel, the Republic of the Philippines, or any nation on the Allied Nations List maintained by the Department of State;

(2) There must be a compelling reason for using this individual as opposed to a U. S. citizen; and

(3) The waiver must be in the best interest of the Government.

(l) Contractors shall identify in their proposals the names and citizenship of all non-U.S. citizens proposed to work under the contract. Any additions or deletions of non-U.S. citizens after task order award shall also be reported to the contracting officer.

(End of clause)

3052.209-73 Limitation of Future Contracting (JUN 2006)

(a) The Contracting Officer has determined that this acquisition may give rise to a potential organizational conflict of interest. Accordingly, the attention of prospective offerors is invited to FAR Subpart 9.5--Organizational Conflicts of Interest.

(b) The nature of this potential conflict is based on the premise that contractors who provide Information Technology Services in software or system development or enhancement work for USCIS as either a prime or subcontractor may give rise to a potential organizational conflict of interest on task orders where the contractor is providing services in a Technical Testing support capacity. Services provided in a software or system development support capacity may have a direct impact on contracts of a technical testing support nature. Likewise, services performed in a technical testing support contract could impair a contractor's capacity to provide impartial advice on the development or enhancement of software or systems services contract. These conflicting roles could result in the inability to render impartial or objective assistance or bias a contractor's judgment resulting in an impaired objectivity Organizational Conflict of Interest.

(c) The restrictions upon future contracting are as follows:

(1) If the Contractor, under the terms of this task order, or through the performance of tasks pursuant to this task order, is required to develop specifications or statements of work that are to be incorporated into a solicitation, the Contractor shall be ineligible to perform the work described in that solicitation as a prime or first-tier subcontractor under an ensuing DHS contract. This restriction shall remain in effect for a reasonable time, as agreed to by the Contracting Officer and the Contractor, sufficient to avoid unfair competitive advantage or potential bias (this time shall in no case be less than the duration

of the initial production contract). DHS shall not unilaterally require the Contractor to prepare such specifications or statements of work under this task order.

(2) To the extent that the work under this task order requires access to proprietary, business confidential, or financial data of other companies, and as long as these data remain proprietary or confidential, the Contractor shall protect these data from unauthorized use and disclosure and agrees not to use them to compete with those other companies.

(End of clause)

3052.215-70 Key Personnel or Facilities (DEC 2003)

(a) The personnel or facilities specified below are considered essential to the work being performed under this task order and may, with the consent of the contracting parties, be changed from time to time during the course of the task order by adding or deleting personnel or facilities, as appropriate.

(b) Before removing or replacing any of the specified individuals (for other than cause) or facilities, the Contractor shall notify the Contracting Officer, in writing, before the change becomes effective. When a specified individual requires removal or replacement for cause, the Contractor shall notify the Contracting Officer within 1 hour and provide sufficient information supporting the action. The Contractor shall submit sufficient information to support the proposed action and to enable the Contracting Officer to evaluate the potential impact of the change on this task order. The Contractor shall not remove or replace personnel or facilities until the Contracting Officer approves the change.

The Key Personnel or Facilities under this Task order:

NAME	TASK ORDER ROLE
	Program Manager
	Security Manager
	FISMA Technical Services Task 1 Lead
	Quality Assurance Task 2 Lead
	Security Auditing Task 3 Lead
	Infrastructure Change Control Board Task 4 Lead

(b)(6)

(End of clause)

(b)(4)

Contractor Employee Suitability Determinations

In accordance with the Security Requirements contained the Statement of Work, employees requiring USCIS Information System access for installation of images or system configuration require Suitability Determinations. The Security Requirement section of the SOW details the requirements of the Suitability Determinations. To expedite processing of appropriate suitability documentation, contractor is required to submit documentation within 10 calendar days of award.

Performance Reporting

For active task orders valued in excess of \$1,000,000.00 for services and \$500,000.00 for supplies, the Federal Acquisition Regulation (FAR) 42.1502 requires federal agencies to prepare Contractor performance evaluations. Performance evaluations are completed and forwarded to the Contractor for review within thirty (30) calendar days from the time the work under the task order is completed for each task order year. Interim evaluations by the Contracting Officer may be completed as necessary. The Contractor has thirty (30) days to reply with comments, rebutting statements, or additional information that will be made part of the official record.

Invoicing Instructions

Invoices shall be for services incurred against the work performed during the previous month's period of performance which shall begin on the first of the month and end on the last day of the month.

Invoices shall be received by the 10th day of each month and include billable items for the previous month's period of performance. The contractor shall include with the invoice all supporting documents, e.g., travel reports/receipts, support for other direct costs, and the associated Monthly Status Report (MSR).

An email copy of each invoice, including backup supporting documentation, shall be sent electronically to the COTR, Task order Administrator, OIT-Invoice@dhs.gov, and any other CCs as may be specified by the COTR. The following information shall be indicated on the cover email that forwards the invoice:

- Payee's name and address
- Payee's invoice point of contact name, address, phone number, email address
- Date voucher prepared
- Task order number and award date
- Invoice/voucher number
- Discount terms
- Payee's account number
- Number and date of order
- Date of delivery or service
- Articles or services description

- Quantity
- Price
- Invoiced amount

The payment office address is as follows:

Dallas Finance Center
PO Box 561547
Dallas, TX 75356-1547

Advertisements, Publicizing Awards & News Releases

All Press releases or announcements about agency programs, projects, and task order awards need to be cleared by the Program Office and the Contracting Officer. Under no circumstances shall the Contractor, or anyone acting on behalf of the Contractor, refer to the supplies, services, or equipment furnished pursuant to the provisions of this task order in any publicity news release or commercial advertising without first obtaining explicit written consent to do so from the Program Office and the Contracting officer.

The Contractor agrees not to refer to awards in commercial advertising in such a manner as to state or imply that the product or service provided is endorsed or preferred by the Federal Government or is considered by the Government to be superior to other products or services.

Organizational Conflict of Interest

(a) The Contractor warrants that, to the best of the Contractor's knowledge and belief, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest, as defined in FAR Subpart 9.5, or that the Contractor has disclosed all such relevant information.

(b) Prior to commencement of any work, the Contractor agrees to notify the CO immediately that to the best of its knowledge and belief, no actual or potential conflict of interest exists or to identify to the CO any actual or potential conflict of interest the firm may have. In emergency situations, however, work may begin but notification shall be made within five (5) working days.

(c) The Contractor agrees that if an actual or potential organizational conflict of interest is identified during performance, the Contractor shall immediately make a full disclosure in writing to the CO. This disclosure shall include a description of actions which the Contractor has taken or proposes to take, after consultation with the CO, to avoid, mitigate, or neutralize the actual or potential conflict of interest. The Contractor shall continue performance until notified by the CO of any contrary action to be taken.

(d) Remedies – USCIS may terminate this task order for convenience, in whole or in part, if it deems such termination necessary to avoid organizational conflict of interest. If the Contractor was aware of a potential organizational conflict of interest prior to award or discovered an actual or potential conflict after award and did not disclose it or misrepresented relevant information to the CO,

the Government may terminate the task order for default, debar the Contractor from Government contracting, or pursue such other remedies as may be permitted by law or this task order.

Personally Identifiable Information (PII)

The performance of this task order has been determined to have the potential of allowing access by Contractor employees to Personally Identifiable Information (PII), which is protected under the Privacy Act of 1974, as amended at 5 USC 552a. The Contractor is responsible for ensuring all employees who have access to information protected under the Privacy Act complete initial and annual mandatory USCIS Privacy Awareness Training. Initial training shall be completed within 30 days of the employees' entrance on duty (EOD) and at least annually thereafter. The Contractor shall use the web-based training titled "A Culture of Privacy Awareness" which is available through the USCIS EdVantage training system. Any employees who do not have access to the EdVantage system shall take the training via a DVD, which will be provided by USCIS. The Contractor shall certify, not later than December 1st of each year that its employees have completed this training. The certification of the completion of the training by all employees shall be provided to both the COTR and the CO.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2									
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 07/24/2012		4. REQUESTION/PURCHASE REQ. NO.									
6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CODE CIS		5. PROJECT NO. (if applicable) 7. ADMINISTERED BY (if other than item 6) USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403 CODE CIS									
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO. 9A. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332 10B. DATED (SEE ITEM 13) 09/30/2011		10B. DATED (SEE ITEM 13) 09/30/2011									
CODE 1019069720000		FACILITY CODE											
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS													
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.													
12. ACCOUNTING AND APPROPRIATION DATA (if required) See Schedule		Net Decrease:		(b)(4)									
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td style="text-align: center;">X</td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td></td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</td> </tr> <tr> <td></td> <td>D. OTHER (Specify type of modification and authority)</td> </tr> </table>						CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.	X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:		D. OTHER (Specify type of modification and authority)
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	D. OTHER (Specify type of modification and authority)												
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return _____ 1 _____ copies to the issuing office.													
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)													
DUNS Number: 101906972+0000													
AAP Number: 64847 DO/DPAS Rating: NONE													
The purpose of this modification is to deobligate excess funds.													
a. Funds for the Base Period, 9/30/11 - 9/29/12, are reduced by _____ Total funds available for the Base Period is now _____ (b)(4)													
Discount Terms:													
Net 30													
Delivery Location Code: CISOCIO													
Department of Homeland Security													
Citizenship & Immigration Services													
Continued ...													
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.													
		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon											
		15C. DATE SIGNED 7/25/2012		15B. UNITED STATES OF AMERICA <i>Paul A. Shannon</i> (Signature of Contracting Officer)									
				16C. DATE SIGNED 7/27/12									

(b)(4) (b)(6)

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00001	2	2

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Chief Information Officer 5th floor #102 111 Massachusetts Ave NW Washington DC 20001 FOB: Destination				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3									
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE 09/05/2012		4. REQUISITION/PURCHASE REQ. NO. See Schedule									
5. PROJECT NO. (if applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (if other than Item 6) USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403									
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)									
10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332		10B. DATED (SEE ITEM 13) 09/30/2011											
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS		<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.											
12. ACCOUNTING AND APPROPRIATION DATA (if required) See Schedule		Net Increase:		(b)(4)									
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.													
<table border="1"> <tr> <td>CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td></td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td></td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</td> </tr> <tr> <td>X</td> <td>D. OTHER (Specify type of modification and authority) 52.217-9, Option to Extend the Term of the Contract</td> </tr> </table>						CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:	X	D. OTHER (Specify type of modification and authority) 52.217-9, Option to Extend the Term of the Contract
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	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).												
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:												
X	D. OTHER (Specify type of modification and authority) 52.217-9, Option to Extend the Term of the Contract												
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.													
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 101906972+0000 AAP Number: 64847 DO/DPAS Rating: NONE The purpose of this modification is to exercise an option.													

a. In accordance with FAR 52.217-9, Option to Extend the Term of the Contract, the Government hereby exercises Option Period One, for the period 9/30/12 - 9/29/13.

b. Funds in the amount of (b)(4) are provided for the option. This is the ceiling price for Option Period One and the Contractor exceeds this amount at its own risk.

(b)(4)

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Paul A. Shannon</i> (Signature of Contracting Officer)	16C. DATE SIGNED 9/5/12
(Signature of person authorized to sign)			

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00002

PAGE OF

2

3

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification : Exercise an Option</p> <p>New Total Amount for this Version: [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1001AA</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1001AB</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1001AC</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1001AD</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1002</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>CHANGES FOR LINE ITEM NUMBER: 1003</p> <p>Exercised option for [REDACTED] (b)(4)</p> <p>Accounting/Appropriation Data:</p> <p>CISOIT12426</p> <p>ITCATSO 000 EX 200100000 2320030000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>ITCATSO 000 EX 200200000 2320030000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>ITCATSO 000 EX 200300000 2320030000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>ITCATSO 000 EX 200400000 2320030000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>ITCATSO 000 EX 500100000 2320030000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>TFM120138</p> <p>FISMACM OIT EX 200500000 2000000000000000</p> <p>GE258800 000000 [REDACTED] (b)(4)</p> <p>Discount Terms:</p> <p>Net 30</p> <p>Delivery Location Code: CISOCIO</p> <p>Department of Homeland Security</p> <p>Citizenship & Immigration Services</p> <p>Chief Information Officer</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	5th floor #102 111 Massachusetts Ave NW Washington DC 20001 FOB: Destination				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 1	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
P00003		09/20/2012		N/A	
6. ISSUED BY		CODE		7. ADMINISTERED BY (if other than item 6)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS		CIS	
8. NAME AND ADDRESS OF CONTRACTOR (city, street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321					
CODE		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO.	
1019069720000				HSHQDC-06-D-00065 HSSCCG-11-J-00332	
				10B. DATED (SEE ITEM 13)	
				09/30/2011	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 10, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
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X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-3, Changes Time & Materials or Labor Hours
	D. OTHER (Specify type of modification and authority)

8. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

AAP Number: 64847 DO/DPAS Rating: NONE

The purpose of this modification is to incorporate additional work.

a. Performance Work Statement (PWS), paragraphs 5.2.1 and 5.2.2 are changed to include Technical and Administrative Documentation. Revised page 50 of the PWS is incorporated. Changes are indicated by a vertical line in left margin.

b. Existing funds are adequate to cover this change.

Except as provided herein, all terms and conditions of the document referenced in item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		15C. DATE SIGNED		15B. UNITED STATES OF AMERICA		15C. DATE SIGNED	
Paul A. Shannon		9/20/2012		Paul A. Shannon		9/24/12	
				(Signature of Contracting Officer)			

STANDARD FORM 36 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

(b)(4)

(b)(6)

5.2 CATS Task Area 2: Quality Assurance Technical Services Task Area Activities

5.2.1 Oversee the C&A quality assurance for all documents listed in Table 3 (CATS QA Documentation), C&A Quality Assurance Documents

Table 3 CATS Quality Assurance

Artifacts #	C&A Document Artifacts
1	FIPS 199 Categorization
2	Privacy Impact Determination/Assessment
3	E-Authentication Determination/Assessment
4	Security Assessment Report
5	Risk Assessment
6	System Security Plan
7	Contingency Plan
8	Contingency Plan Test Results
9	Security Test & Evaluation Plan
10	ATO Letter
11	Plan of action and milestones (POA&Ms)
12	Interconnection Security Agreements (ISA)
13	NIST SP 800-53 Checklist
14	DHS RMS Checklist
15	ISSO Designation Letter
16	System Owner Designation Letter
17	Security Requirements Traceability Matrix (SRTM)
18	Certification Letter
19	Information System Final Disposition
20	Annual Assessment Review
21	Technical and Administrative Documentation

5.2.2 Provide Security Incident Management and Security Architecture assistance, including but not limited to development and maintenance of technical and administrative processes, methods, procedures and solutions, as required.

5.2.3 Provide C&A document technical support and guidance throughout USCIS, as required

5.2.4 Provide gateway support to the USCIS Information Technology Lifecycle Management (ITLM) resources for 150 information systems

5.2.5

Provide continuous monitoring and updates of Table 3 artifacts

5.2.6 Interface DHS C&A to maintain USCIS standards for systems assurance

5.2.7 Coordinate C&A activities for new and existing information systems throughout the DHS SELC

5.2.8 Coordinate the TAF tool.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00004		3. EFFECTIVE DATE 11/30/2012		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY CODE CIS		7. ADMINISTERED BY (If other than Item 6) CODE CIS	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332 10B. DATED (SEE ITEM 13) 09/30/2011			
CODE 1019069720000		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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See Schedule

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	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

AAP Number: 64847 DO/DPAS Rating: NONE

The purpose of this modification is to add a clause.

a. Add the following to the Additional Task Order Terms and Conditions:

52.232-99 PROVIDING ACCELERATED PAYMENT TO SMALL BUSINESS SUBCONTRACTORS (DEVIATION) (AUG 2012)

This clause implements the temporary policy provided by OMB Policy Memorandum M-12-16, Providing Prompt Payment to Small Business Subcontractors, dated July 11, 2012.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Paul A. Shannon</i> (Signature of Contracting Officer)	16C. DATE SIGNED 11/30/12

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00004	2	2

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(a) Upon receipt of accelerated payments from the Government, the contractor is required to make accelerated payments to small business subcontractors to the maximum extent practicable after receipt of a proper invoice and all proper documentation from the small business subcontractor.</p> <p>(b) Include the substance of this clause, including this paragraph (b), in all subcontracts with small business concerns .</p> <p>(c) The acceleration of payments under this clause does not provide any new rights under the Prompt Payment Act.</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 2	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
P00005		12/03/2012		N/A	
5. ISSUED BY		6. CODE		7. ADMINISTERED BY (if other than Item 5)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS		CIS	
8. NAME AND ADDRESS OF CONTRACTOR (incl. street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.			
BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321					
		9B. DATED (SEE ITEM 11)			
		10A. MODIFICATION OF CONTRACT/ORDER NO.			
		HSHQDC-06-D-00065			
		HSSCCG-11-J-00332			
		10B. DATED (SEE ITEM 13)			
		09/30/2011			
CODE 1019069720000		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as extended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required) Net Decrease: (b)(4)
 FCBSATT OIT EX 20-05-00-000 20-00-0000-00-00-00 GE-25-88-00 000000

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACT/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

AAP Number: 64847 DO/DPAS Rating: NONE

The purpose of this modification is to close out the base period.

(b)(4)

a. Funds for the Base Period, 9/30/11 - 9/29/12, of this order are reduced by

Total amount for Base Period is (b)(4)

CONTRACTOR'S RELEASE OF CLAIMS

Pursuant to the terms of contract HSHQDC-06-D-00065, task order HSSCCG-11-J-00332, and in consideration of which has been paid to Burke Consortium Inc., (herein after called the contractor) or its assignees, if any, the Contractor does remise, release, Continued ... (b)(4)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		15C. DATE SIGNED		15B. UNITED STATES OF AMERICA		15C. DATE SIGNED	
President Paul A. Shannon		12/3/2012		Paul A. Shannon (Signature of Contracting Officer)		12/3/12	

STANDARD FORM 30 (REV. 10-88)
 Prescribed by GSA
 FAR (48 CFR) 83.243

(b)(6) (b)(4)

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>and discharge the United States of America (hereinafter called the Government), its officers, agents, and employees, of and from all liabilities, obligations, claims, and demands whatsoever, related to or as a result of the Base Period, 9/30/11 through 9/29/12, of task order HSSCCG-11-J-00332.</p> <p>Discount Terms:</p> <p>Net 30</p> <p>Delivery Location Code: CISOCIO</p> <p>Department of Homeland Security</p> <p>Citizenship & Immigration Services</p> <p>Chief Information Officer</p> <p>5th floor #102</p> <p>111 Massachusetts Ave NW</p> <p>Washington DC 20001</p> <p>FOB: Destination</p>				

NSN 7540-01-103-0007

OPTIONAL FORM 338 (4-80)
Sponsored by GSA
FAR (48 CFR) 83.110

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 12									
2. AMENDMENT/MODIFICATION NO. P00006		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.									
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than Item 6)									
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)									
CODE 1019069720000		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332 10B. DATED (SEE ITEM 13) 09/30/2011									
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS													
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.													
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule													
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.													
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%; text-align: center;">CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td></td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td></td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</td> </tr> <tr> <td style="text-align: center;">X</td> <td>D. OTHER (Specify type of modification and authority) FAR 43.103(b) Types of Contract Modifications (Unilateral)</td> </tr> </table>						CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:	X	D. OTHER (Specify type of modification and authority) FAR 43.103(b) Types of Contract Modifications (Unilateral)
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.												
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).												
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:												
X	D. OTHER (Specify type of modification and authority) FAR 43.103(b) Types of Contract Modifications (Unilateral)												
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.													
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 101906972+0000 The purpose of this modification is to remove the current Security Requirements and replace with the revised Security Requirements in this modification. All other terms and conditions remain the same. Security Clause 5 SECURITY REQUIREMENTS GENERAL Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.													
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Monica L. Rutherford											
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA <i>Monica L. Rutherford</i> (Signature of Contracting Officer)									
				16C. DATE SIGNED 8/24/13									
NSN 7540-01-152-8070 Previous edition unusable													
STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243													

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE OF 2 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>U.S. Citizenship and Immigration Services (USCIS) has determined that performance of this contract requires that the Contractor, subcontractor(s), vendor(s), etc. (herein known as Contractor), requires access to sensitive but unclassified information, and that the Contractor will adhere to the following.</p> <p>SUITABILITY DETERMINATION USCIS shall have and exercise full control over granting, denying, withholding or terminating access of unescorted Contractor employees to government facilities and/or access of Contractor employees to sensitive but unclassified information based upon the results of a background investigation. USCIS may, as it deems appropriate, authorize and make a favorable entry on duty (EOD) decision based on preliminary security checks. The favorable EOD decision would allow the employees to commence work temporarily prior to the completion of the full investigation. The granting of a favorable EOD decision shall not be considered as assurance that a full employment suitability authorization will follow as a result thereof. The granting of a favorable EOD decision or a full employment suitability determination shall in no way prevent, preclude, or bar the withdrawal or termination of any such access by USCIS, at any time during the term of the contract. No Contractor employee shall be allowed unescorted access to a Government facility without a favorable EOD decision or suitability determination by the Office of Security & Integrity Personnel Security Division (OSI PSD).</p> <p>BACKGROUND INVESTIGATIONS Contractor employees (to include applicants, temporaries, part-time and replacement employees) under the contract, needing access to sensitive but unclassified information shall undergo a position sensitivity analysis based on the duties each individual will perform on the contract as outlined in the Position Designation Determination (PDD) for Contractor Personnel. The results of the position sensitivity analysis shall identify the appropriate background investigation to be conducted. All background investigations will be processed through OSI PSD.</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE OF 3 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>To the extent the Position Designation Determination form reveals that the Contractor will not require access to sensitive but unclassified information or access to USCIS IT systems, OSI PSD may determine that preliminary security screening and or a complete background investigation is not required for performance on this contract.</p> <p>Completed packages must be submitted to OSI PSD for prospective Contractor employees no less than 30 days before the starting date of the contract or 30 days prior to EOD of any employees, whether a replacement, addition, subcontractor employee, or vendor. The Contractor shall follow guidelines for package submission as set forth by OSI PSD. A complete package will include the following forms, in conjunction with security questionnaire submission of the SF-85P, "Security Questionnaire for Public Trust Positions" via e-QIP:</p> <ol style="list-style-type: none"> 1. DHS Form 11000-6, "Conditional Access to Sensitive But Unclassified Information Non-Disclosure Agreement" 2. FD Form 258, "Fingerprint Card" (2 copies) 3. Form DHS 11000-9, "Disclosure and Authorization Pertaining to Consumer Reports Pursuant to the Fair Credit Reporting Act" 4. Position Designation Determination for Contract Personnel Form 5. Foreign National Relatives or Associates Statement 6. OF 306, Declaration for Federal Employment (approved use for Federal Contract Employment) 7. ER-856, "Contract Employee Code Sheet" <p>EMPLOYMENT ELIGIBILITY Be advised that unless an applicant requiring Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>access to sensitive but unclassified information has resided in the U.S. for three of the past five years, OSI PSD may not be able to complete a satisfactory background investigation. In such cases, USCIS retains the right to deem an applicant as ineligible due to insufficient background information.</p> <p>Only U.S. citizens are eligible for employment on contracts requiring access to Department of Homeland Security (DHS) Information Technology (IT) systems or involvement in the development, operation, management, or maintenance of DHS IT systems, unless a waiver has been granted by the Director of USCIS, or designee, with the concurrence of both the DHS Chief Security Officer and the Chief Information Officer or their designees. In instances where non-IT requirements contained in the contract can be met by using Legal Permanent Residents, those requirements shall be clearly described.</p> <p>The Contractor must agree that each employee working on this contract will have a Social Security Card issued by the Social Security Administration.</p> <p>CONTINUED ELIGIBILITY If a prospective employee is found to be ineligible for access to USCIS facilities or information, the Contracting Officer's Representative (COR) will advise the Contractor that the employee shall not continue to work or to be assigned to work under the contract. In accordance with USCIS policy, contractors are required to undergo a periodic reinvestigation every five years. Security documents will be submitted to OSI PSD within ten business days following notification of a contractor's reinvestigation requirement.</p> <p>In support of the overall USCIS mission, Contractor employees are required to complete one-time or annual DHS/USCIS mandatory trainings. The Contractor shall certify annually, but no later than December 31st each year, that required trainings have been completed. The certification of the completion of the trainings by all contractors shall be provided to both the COR and Contracting Officer. Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<ul style="list-style-type: none"> - USCIS Security Awareness Training (required within 30 days of entry on duty for new contractors, and annually thereafter) - USCIS Integrity Training (Annually) - DHS Continuity of Operations Awareness Training (one-time training for contractors identified as providing an essential service) - USCIS Office Safety Training (one-time training for contractors working within USCIS facilities; contractor companies may substitute their own training) - USCIS Fire Prevention and Safety Training (one-time training for contractors working within USCIS facilities; contractor companies may substitute their own training) <p>USCIS reserves the right and prerogative to deny and/or restrict the facility and information access of any Contractor employee whose actions are in conflict with the standards of conduct or whom USCIS determines to present a risk of compromising sensitive but unclassified information and/or classified information.</p> <p>Contract employees will report any adverse information concerning their personal conduct to OSI PSD. The report shall include the contractor's name along with the adverse information being reported. Required reportable adverse information includes, but is not limited to, criminal charges and or arrests, negative change in financial circumstances, and any additional information that requires admission on the SF-85P security questionnaire.</p> <p>OSI PSD must be notified of all terminations/ resignations within five days of occurrence. The Contractor will return any expired USCIS issued identification cards and HSPD-12 card, or those of terminated employees to the COR. If an identification card or HSPD-12 card is not available to be returned, a report must be submitted to the COR, referencing the card number, name of individual to whom issued, the last known location and disposition of the card.</p> <p>SECURITY MANAGEMENT The Contractor shall appoint a senior official to act as the Corporate Security Officer. The Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE 6 OF 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>individual will interface with OSI through the COR on all security matters, to include physical, personnel, and protection of all Government information and data accessed by the Contractor.</p> <p>The COR and OSI shall have the right to inspect the procedures, methods, and facilities utilized by the Contractor in complying with the security requirements under this contract. Should the COTR determine that the Contractor is not complying with the security requirements of this contract the Contractor will be informed in writing by the Contracting Officer of the proper action to be taken in order to effect compliance with such requirements.</p> <p>The Contractor shall be responsible for all damage or injuries resulting from the acts or omissions of their employees and/or any subcontractor(s) and their employees to include financial responsibility.</p> <p>COMPUTER AND TELECOMMUNICATIONS SECURITY REQUIREMENTS</p> <p>Security Program Background</p> <p>The DHS has established a department wide IT security program based on the following Executive Orders (EO), public laws, and national policy:</p> <ul style="list-style-type: none"> - Public Law 107-296, Homeland Security Act of 2002. - Federal Information Security Management Act (FISMA) of 2002, November 25, 2002. - Public Law 104-106, Clinger-Cohen Act of 1996 [formerly, Information Technology Management Reform Act (ITMRA)], February 10, 1996. - Privacy Act of 1974, As Amended. 5 United States Code (U.S.C.) 552a, Public Law 93-579, Washington, D.C., July 14, 1987. - Executive Order 12829, National Industrial Security Program, January 6, 1993. - Executive Order 12958, Classified National Security Information, as amended. - Executive Order 12968, Access to Classified Information, August 2, 1995. - Executive Order 13231, Critical Infrastructure Protection in the Information Age, October 16, 2001 - National Industrial Security Program Operating Manual (NISPOM), February 2001. <p>DHS Sensitive Systems Policy Publication 4300A v2.1, July 26, 2004</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE OF 7 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DHS National Security Systems Policy Publication 4300B v2.1, July 26, 2004</p> <ul style="list-style-type: none"> - Homeland Security Presidential Directive 7, Critical Infrastructure Identification, Prioritization, and Protection, December 17, 2003. - Office of Management and Budget (OMB) Circular A-130, Management of Federal Information Resources. - National Security Directive (NSD) 42, National Policy for the Security of National Security Telecommunications and Information Systems (U), July 5, 1990, CONFIDENTIAL. - 5 Code of Federal Regulations (CFR) §2635, Office of Government Ethics, Standards of Ethical Conduct for Employees of the Executive Branch. - DHS SCG OS-002 (IT), National Security IT Systems Certification & Accreditation, March 2004. - Department of State 12 Foreign Affairs Manual (FAM) 600, Information Security Technology, June 22, 2000. - Department of State 12 FAM 500, Information Security, October 1, 1999. - Executive Order 12472, Assignment of National Security and Emergency Preparedness Telecommunications Functions, dated April 3, 1984. - Presidential Decision Directive 67, Enduring Constitutional Government and Continuity of Government Operations, dated October 21, 1998. - FEMA Federal Preparedness Circular 65, Federal Executive Branch Continuity of Operations (COOP), dated July 26, 1999. - FEMA Federal Preparedness Circular 66, Test, Training and Exercise (TT&E) for Continuity of Operations (COOP), dated April 30, 2001. - FEMA Federal Preparedness Circular 67, Acquisition of Alternate Facilities for Continuity of Operations, dated April 30, 2001. - Title 36 Code of Federal Regulations 1236, Management of Vital Records, revised as of July 1, 2000. - National Institute of Standards and Technology (NIST) Special Publications for computer security and FISMA compliance. <p>GENERAL</p> <p>Due to the sensitive nature of USCIS information, the contractor is required to develop and maintain a comprehensive Computer and Telecommunications Security Program to address the integrity, confidentiality, and availability</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE OF 8 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>of sensitive but unclassified (SBU) information during collection, storage, transmission, and disposal. The contractor's security program shall adhere to the requirements set forth in the DHS Management Directive 4300 IT Systems Security Pub Volume 1 Part A and DHS Management Directive 4300 IT Systems Security Pub Volume I Part B. This shall include conformance with the DHS Sensitive Systems Handbook, DHS Management Directive 11042 Safeguarding Sensitive but Unclassified (For Official Use Only) Information and other DHS or USCIS guidelines and directives regarding information security requirements. The contractor shall establish a working relationship with the USCIS IT Security Office, headed by the Information Systems Security Program Manager (ISSM).</p> <p>IT SYSTEMS SECURITY</p> <p>In accordance with DHS Management Directive 4300.1 "Information Technology Systems Security", USCIS Contractors shall ensure that all employees with access to USCIS IT Systems are in compliance with the requirement of this Management Directive. Specifically, all contractor employees with access to USCIS IT Systems meet the requirement for successfully completing the annual "Computer Security Awareness Training (CSAT)". All contractor employees are required to complete the training within 60-days from the date of entry on duty (EOD) and are required to complete the training yearly thereafter. CSAT can be accessed at the following: http://otcd.uscis.dhs.gov/EDvantage.Default.asp or via remote access from a CD which can be obtained by contacting uscisitsecurity@dhs.gov.</p> <p>IT SECURITY IN THE SYSTEMS DEVELOPMENT LIFE CYCLE (SDLC)</p> <p>The USCIS SDLC Manual documents all system activities required for the development, operation, and disposition of IT security systems. Required systems analysis, deliverables, and security activities are identified in the SDLC manual by lifecycle phase. The contractor shall assist the appropriate USCIS ISSO with development and completion of all SDLC activities and deliverables contained in the SDLC. The SDLC is supplemented with information Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>from DHS and USCIS Policies and procedures as well as the National Institute of Standards Special Procedures related to computer security and FISMA compliance. These activities include development of the following documents:</p> <ul style="list-style-type: none"> - Sensitive System Security Plan (SSSP): This is the primary reference that describes system sensitivity, criticality, security controls, policies, and procedures. The SSSP shall be based upon the completion of the DHS FIPS 199 workbook to categorize the system of application and completion of the RMS Questionnaire. The SSSP shall be completed as part of the System or Release Definition Process in the SDLC and shall not be waived or tailored. - Privacy Impact Assessment (PIA) and System of Records Notification (SORN). For each new development activity, each incremental system update, or system recertification, a PIA and SORN shall be evaluated. If the system (or modification) triggers a PIA the contractor shall support the development of PIA and SORN as required. The Privacy Act of 1974 requires the PIA and shall be part of the SDLC process performed at either System or Release Definition. - Contingency Plan (CP): This plan describes the steps to be taken to ensure that an automated system or facility can be recovered from service disruptions in the event of emergencies and/or disasters. The Contractor shall support annual contingency plan testing and shall provide a Contingency Plan Test Results Report. - Security Test and Evaluation (ST&E): This document evaluates each security control and countermeasure to verify operation in the manner intended. Test parameters are established based on results of the RA. An ST&E shall be conducted for each Major Application and each General Support System as part of the certification process. The Contractor shall support this process. - Risk Assessment (RA): This document identifies threats and vulnerabilities, assesses the impacts of the threats, evaluates in-place countermeasures, and identifies additional countermeasures necessary to ensure an acceptable level of security. The RA shall be completed after completing the NIST 800-53 evaluation, Contingency Plan Testing, and the ST&E. Identified weakness shall be documented in a Plan Continued ... 				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00006	PAGE OF 10 12
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>of Action and Milestone (POA&M) in the USCIS Trusted Agent FISMA (TAF) tool. Each POA&M entry shall identify the cost of mitigating the weakness and the schedule for mitigating the weakness, as well as a POC for the mitigation efforts.</p> <p>- Certification and Accreditation (C&A): This program establishes the extent to which a particular design and implementation of an automated system and the facilities housing that system meet a specified set of security requirements, based on the RA of security features and other technical requirements (certification), and the management authorization and approval of a system to process sensitive but unclassified information (accreditation). As appropriate the Contractor shall be granted access to the USCIS TAF and Risk Management System (RMS) tools to support C&A and its annual assessment requirements. Annual assessment activities shall include completion of the NIST 800-26 Self Assessment in TAF, annual review of user accounts, and annual review of the FIPS categorization. C&A status shall be reviewed for each incremental system update and a new full C&A process completed when a major system revision is anticipated.</p> <p>SECURITY ASSURANCES</p> <p>DHS Management Directives 4300 requires compliance with standards set forth by NIST, for evaluating computer systems used for processing SBU information. The Contractor shall ensure that requirements are allocated in the functional requirements and system design documents to security requirements are based on the DHS policy, NIST standards and applicable legislation and regulatory requirements. Systems shall offer the following visible security features:</p> <p>- User Identification and Authentication (I&A)</p> <p>I&A is the process of telling a system the identity of a subject (for example, a user) (I) and providing that the subject is who it claims to be (A). Systems shall be designed so that the identity of each user shall be established prior to authorizing system access, each system user shall have his/her own user ID and password, and each user is authenticated before access is permitted. All system and database administrative users shall have strong</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>authentication, with passwords that shall conform to established DHS standards. All USCIS Identification and Authentication shall be done using the Password Issuance Control System (PICS) or its successor. Under no circumstances will Identification and Authentication be performed by other than the USCIS standard system in use at the time of a systems development.</p> <ul style="list-style-type: none"> - Discretionary Access Control (DAC) - DAC is a DHS access policy that restricts access to system objects (for example, files, directories, devices) based on the identity of the users and/or groups to which they belong. All system files shall be protected by a secondary access control measure. - Object Reuse - Object Reuse is the reassignment to a subject (for example, user) of a medium that previously contained an object (for example, file). Systems that use memory to temporarily store user I&A information and any other SBU information shall be cleared before reallocation. - Audit - DHS systems shall provide facilities for transaction auditing, which is the examination of a set of chronological records that provide evidence of system and user activity. Evidence of active review of audit logs shall be provided to the USCIS IT Security Office on a monthly basis, identifying all security findings including failed log in attempts, attempts to access restricted information, and password change activity. - Banner Pages - DHS systems shall provide appropriate security banners at start up identifying the system or application as being a Government asset and subject to government laws and regulations. This requirement does not apply to public facing internet pages, but shall apply to intranet applications. <p>DATA SECURITY</p> <p>SBU systems shall be protected from unauthorized access, modification, and denial of service. The Contractor shall ensure that all aspects of data security requirements (i.e., confidentiality, integrity, and availability) are included in the functional requirements and system design, and ensure that they meet the minimum requirements as set forth in the DHS Sensitive Systems Handbook and USCIS policies and procedures. These requirements include:</p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>- Integrity - The computer systems used for processing SBU shall have data integrity controls to ensure that data is not modified (intentionally or unintentionally) or repudiated by either the sender or the receiver of the information. A risk analysis and vulnerability assessment shall be performed to determine what type of data integrity controls (e.g., cyclical redundancy checks, message authentication codes, security hash functions, and digital signatures, etc.) shall be used.</p> <p>- Confidentiality - Controls shall be included to ensure that SBU information collected, stored, and transmitted by the system is protected against compromise. A risk analysis and vulnerability assessment shall be performed to determine if threats to the SBU exist. If it exists, data encryption shall be used to mitigate such threats.</p> <p>- Availability - Controls shall be included to ensure that the system is continuously working and all services are fully available within a timeframe commensurate with the availability needs of the user community and the criticality of the information processed.</p> <p>- Data Labeling - The contractor shall ensure that documents and media are labeled consistent with the DHS Sensitive Systems Handbook.</p> <p>AAP Number: 64847 DO/DPAS Rating: NONE Period of Performance: 09/30/2011 to 09/29/2015</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. P00007		3. EFFECTIVE DATE 09/03/2013		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than Item 6)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO. (x)		9B. DATED (SEE ITEM 11)	
10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332		10B. DATED (SEE ITEM 13) 09/30/2011		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS	
CODE 1019069720000		FACILITY CODE			

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$7,100,497.89
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) 52.217-9, Option to Extend the Term of the Contract

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

AAP Number: 64847 DO/DPAS Rating: NONE

The purpose of this modification is to exercise an option.

a. In accordance with FAR 52.217-9, Option to Extend the Term of the Contract, the Government hereby exercises Option Period 2, for the period of 9/30/13 - 9/29/14.

b. Funds in the amount of \$7,100,497.89 are provided for the option period. The Contractor exceeds this amount at its own risk.

CHANGES FOR LINE ITEM NUMBER: 2001

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Paul A. Shannon	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>Paul A. Shannon</i> (Signature of Contracting Officer)	16C. DATE SIGNED 9/6/13

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00007

PAGE

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OF

3

NAME OF OFFEROR OR CONTRACTOR

BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Obligated Amount for this modification: \$0 Exercised option CHANGES FOR LINE ITEM NUMBER: 2001AA Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2001AB Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2001AC Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2001AD Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2001AE Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2002 Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2002AA Obligated Amount for this modification: \$0 Exercised option CHANGES FOR LINE ITEM NUMBER: 2002AB Obligated Amount for this modification: \$0 Exercised option (b)(4) CHANGES FOR LINE ITEM NUMBER: 2002AC Obligated Amount for this modification: [REDACTED] Exercised option CHANGES FOR LINE ITEM NUMBER: 2003 Obligated Amount for this modification: [REDACTED] Exercised option (b)(4) Continued ...				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00007	PAGE	OF
		3	3

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 2003AA</p> <p>Obligated Amount for this modification: (b)(4)</p> <p>Exercised option</p> <p>Accounting/Appropriation Data:</p> <p>TFM130103</p> <p>FISMACM OIT EX 200500000 2000000000000000</p> <p>GE258800 000000 (b)(4)</p> <p>CISOIT130016</p> <p>ITCATSO 000 EX 200100000 2320030000000000</p> <p>GE258800 000000 </p> <p>ITCATSO 000 EX 500100000 2320030000000000</p> <p>GE258800 000000 (b)(4)</p> <p>Discount Terms:</p> <p style="padding-left: 40px;">Net 30</p> <p>Delivery Location Code: CISOCIO</p> <p>Department of Homeland Security</p> <p>Citizenship & Immigration Services</p> <p>Chief Information Officer</p> <p>5th floor #102</p> <p>111 Massachusetts Ave NW</p> <p>Washington DC 20001</p> <p>FOB: Destination</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 1	
2. AMENDMENT/MODIFICATION NO. P00008		3. EFFECTIVE DATE 11/14/2013		4. REQUISITION/PURCHASE REQ. NO. Not a funding action	
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO. (x)		9B. DATED (SEE ITEM 11)	
CODE 1019069720000 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332		10B. DATED (SEE ITEM 13) 09/30/2011	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

The invoicing procedures are changed effective December 1, 2013. All invoices submitted on or after December 1, 2013 shall be electronically sent to:

DFCINVOICES-CIS@ice.dhs.gov

The OIT mailbox will no longer be used to submit monthly invoices. The contractor shall continue to copy the COR and Task Order Administrator when submitting the invoice to the new mailbox DFCINVOICES-CIS@ice.dhs.gov.

This unilateral modification is at no additional cost to the government. The amount obligated on this task order remains unchanged as [REDACTED]

AAP Number: 64847 DO/DPAS Rating: NONE

(b)(4)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Donata Sikon-Amato	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA Donata Sikon-Amato (Signature of Contracting Officer)	16C. DATE SIGNED 11/14/13

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES 1 2									
2. AMENDMENT/MODIFICATION NO. P00009		3. EFFECTIVE DATE 02/03/2014		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)									
6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CODE CIS		7. ADMINISTERED BY (If other than Item 6)		CODE									
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321				(x) 9A. AMENDMENT OF SOLICITATION NO.											
				9B. DATED (SEE ITEM 11)											
				X 10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332											
				10B. DATED (SEE ITEM 13) 09/30/2011											
CODE 1019069720000		FACILITY CODE		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS											
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.															
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				Net Decrease: [REDACTED]		(b)(4)									
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.															
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td></td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td>X</td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 Changes - Time and Materials or Labor Hours</td> </tr> <tr> <td></td> <td>D. OTHER (Specify type of modification, and authority)</td> </tr> </table>								CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).	X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 Changes - Time and Materials or Labor Hours		D. OTHER (Specify type of modification, and authority)
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X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 Changes - Time and Materials or Labor Hours														
	D. OTHER (Specify type of modification, and authority)														
E. IMPORTANT: Contractor <input type="checkbox"/> is not. <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.															
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 101906972+0000 (b)(4) The purpose of this modification is to de-obligate excess funds of [REDACTED] from the Option Period 1. Option Period 1 ended 9/29/2013, and all invoices related to the Option Period 1 were submitted and paid (a last invoice #13-104 received 10/15/2013 was paid on 10/28/2013). The total amount obligated of [REDACTED] for this order is decreased by [REDACTED] for a new total obligated amount of [REDACTED] (b)(4) All other terms and conditions of the task order remain the same. AAP Number: 64847 DO/DPAS Rating: NONE Discount Terms: Continued ...															
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.															
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Donata Sikon-Amato											
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED									
(Signature of person authorized to sign)				(Signature of Contracting Officer)											

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00009	2	2

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Net 30 Delivery Location Code: CISOCIO Department of Homeland Security Citizenship & Immigration Services Chief Information Officer 5th floor #102 111 Massachusetts Ave NW Washington DC 20001 FOB: Destination				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2									
2. AMENDMENT/MODIFICATION NO. P00010		3. EFFECTIVE DATE 04/01/2014		4. REQUISITION/PURCHASE REQ. NO. None									
5. PROJECT NO. (if applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (if other than Item 6)									
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		9A. AMENDMENT OF SOLICITATION NO. (X)		9B. DATED (SEE ITEM 11)									
10A. MODIFICATION OF CONTRACT/ORDER NO. X HSHQDC-06-D-00065 HSSCCG-11-J-00332		10B. DATED (SEE ITEM 13) 09/30/2011		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS									
12. ACCOUNTING AND APPROPRIATION DATA (if required) None		<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.											
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.													
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td style="text-align: center;">X</td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td></td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</td> </tr> <tr> <td></td> <td>D. OTHER (Specify type of modification and authority)</td> </tr> </table>						CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.	X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:		D. OTHER (Specify type of modification and authority)
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.												
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).												
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:												
	D. OTHER (Specify type of modification and authority)												
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ 0 copies to the issuing office.													
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: 101906972+0000 The purpose of this unilateral no cost modification is to notify Burke Consortium Inc. that all invoices must be submitted to the Invoice Consolidation mailbox (USCISInvoice.Consolidation@ice.dhs.gov) effective April 1, 2014. Invoicing instructions are included below: INVOICING INSTRUCTIONS (a) In accordance with FAR Part 32.905, all invoices submitted to USCIS for payment shall include the following: (1) Name and address of the contractor. (2) Invoice date and invoice number. Continued ...													
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.													
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Donata Sikon-Amato											
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA Donata Sikon-Amato									
(Signature of person authorized to sign)				(Signature of Contracting Officer)									
				16C. DATE SIGNED 3/12/2014									

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00010	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(3) Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).</p> <p>(4) Description, quantity, unit of measure, period of performance, unit price, and extended price of supplies delivered or services performed.</p> <p>(5) Shipping and payment terms.</p> <p>(6) Name and address of contractor official to whom payment is to be sent.</p> <p>(7) Name (where practicable), title, phone number, and mailing Address of person to notify in the event of a defective invoice.</p> <p>(8) Taxpayer Identification Number (TIN).</p> <p>(b) Invoices not meeting these requirements will be rejected and not paid until a corrected invoice meeting the requirements is received.</p> <p>(c) USCIS' preferred method for invoice submission is electronically.</p> <p>Invoices shall be submitted in Adobe pdf format with each pdf file containing only one invoice. The pdf files shall be submitted electronically to USCISInvoice.Consolidation@ice.dhs.gov with each email conforming to a size limit of 500 KB.</p> <p>(d) If a paper invoice is submitted, mail the invoice to: USCIS Invoice Consolidation PO Box 1000 Williston, VT 05495</p> <p>(b)(4)</p> <p>The total amount obligated of remains unchanged for this order.</p> <p>AAP Number: 64847 DO/DPAS Rating: NONE</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
				1 48	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.	
P00011		09/30/2014			
6. ISSUED BY		CODE		5. PROJECT NO. (If applicable)	
USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		CIS			
		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.			
BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		(X)			
		9B. DATED (SEE ITEM 11)			
		10A. MODIFICATION OF CONTRACT/ORDER NO.			
		HSHQDC-06-D-00065			
		HSSCCG-11-J-00332			
		10B. DATED (SEE ITEM 13)			
		09/30/2011			
CODE 1019069720000		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of this amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

Net Increase:

(b)(4)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.217-9 Option to Extend the Term of the Contract
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

The purpose of this modification is to do the following:

a. In accordance with FAR 52.217-9, Option to Extend the Term of the Contract, the Government hereby exercises Option Period 3, for the period of 9/30/14 - 9/25/15.

b. Funds in the amount of [redacted] are provided for the option period. The Contractor exceeds this amount at its own risk. (b)(4)

As a result of this modification this order is hereby increased by [redacted] from (b)(4)

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNED (Type or print)

18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Arthur J. Nestle

15C. DATE SIGNED

9-22-2014

16B. UNITED STATES OF AMERICA

(Signature of Contracting Officer)

16C. DATE SIGNED

9-22-2014

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

Previous edition unusable

(b)(4)

(b)(6)

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR

BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>All other terms and conditions remain unchanged. AAP Number: 64847 DO/DPAS Rating: NONE Discount Terms: Net 30 FOB: Destination</p> <p>Change Item 3001 to read as follows (amount shown is the obligated amount):</p> <p>Option 3 Period of Performance is 9/30/2014 to 9/25/2015</p>				
3001	<p>OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Contractor to provide services described in Section 5.1 through 5.4 of the PWS. Allocation of work is shown in the following sub-CLINs (AA, AB, AC & AD). (Not Separately Priced)</p> <p>Delivery Location Code: CISOCIO Department of Homeland Security Citizenship & Immigration Services Chief Information Officer 5th floor #102 111 Massachusetts Ave NW Washington DC 20001 Amount: \$0.00</p>		EA		0.00
	<p>Change Item 3001AA to read as follows (amount shown is the obligated amount):</p>				(b)(4)
3001AA	<p>OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services described in PWS Section 5.1, FISMA Technical Services, for Transformation Program Office (TPO) in accordance with the labor hour schedule on page 36. Maximum labor hours (Time) not to exceed 13,440 hours.</p> <p>Delivery Location Code: HQTFM U.S. Citizenship & Immigration Svcs Transformation Program Office 633 3rd Street, NW 6th Floor Washington DC 20226 Amount: (b)(4) Accounting: (b)(4) FISMACH OIT EX 200500000 2000000000000000 GE258800 000000 Continued ...</p>				

CONTINUATION SHEET

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Funded: [REDACTED] (b)(4)</p> <p>Change Item 3001AB to read as follows (amount shown is the obligated amount):</p> <p>3001AB OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in FWS Section 5.2, Quality Assurance Technical Services, for Office of Information Technology (OIT) in accordance with the the labor hour schedule on page 37. Maximum labor hours (Time) not to exceed 26,880 hours.</p> <p>Delivery Location Code: HQOIT Department of Homeland Security US Citizenship & Immigration Svcs Office of Information Technology 111 Massachusetts Ave, NW Suite 5000 Washington DC 20529 Amount: [REDACTED] (b)(4) Accounting Info: ITCATSO 000 EX 200200000 2320030000000000 GE258800 000000 Funded: [REDACTED] (b)(4)</p> <p>Change Item 3001AC to read as follows (amount shown is the obligated amount):</p> <p>3001AC OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in FWS Section 5.2, Quality Assurance Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 38. Maximum labor hours (Time) not to exceed 7,680 hours.</p> <p>Delivery Location Code: HQTFM U.S. Citizenship & Immigration Svcs Transformation Program Office 633 3rd Street, NW 6th Floor Washington DC 20226 Amount: [REDACTED] (b)(4) Accounting Info: FISMACM OIT EX 200500000 2000000000000000 GE258800 000000 Funded: [REDACTED] (b)(4) Continued ...</p>				(b)(4)

CONTINUATION SHEET

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
3001AD	<p>Change Item 3001AD to read as follows (amount shown is the obligated amount):</p> <p>OPTION PERIOD 3 - Certification & Accreditation Technical Services (CATS) - Time & Materials CLIN - Contractor to provide services as described in PWS Section 5.3, IT Security Auditing Technical Services, for Transformation Program Office (TPO) in accordance with the the labor hour schedule on page 38. Maximum labor hours (Time) not to exceed 9,600 hours.</p> <p>Delivery Location Code: HQTFM U.S. Citizenship & Immigration Svcs Transformation Program Office 633 3rd Street, NW 6th Floor Washington DC 20226 Amount: (b)(4) Accounting Info: FISMACM OIT EX 200500000 2000000000000000 GE258800 000000 Funded: (b)(4)</p> <p>Change Item 3001AE to read as follows (amount shown is the obligated amount):</p>				(b)(4).
3001AE	<p>OPTION PERIOD 3 - Certification & Accreditation Technical Services - (Option Item) - Certification & Accreditation Technical Services are potentially subject to significant changes by certain events, i.e. Congressional mandates, Immigration reform legislation, fee increases, natural disaster or increased telework initiatives, etc. These events have the potential to affect the services provided under CLIN 3001AA, AB, AC & AD. This option item allows for up to a 20% (NTE) of the sum of Certification & Accreditation Technical Services (CATS) SUB-CLINs 3001AA, AB, AC & AD T&M Ceiling during the Base Period, to provide for an altered level of effort dictated by unforeseen events during Option Period 3 and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option.</p> <p>Delivery Location Code: HQOIT Department of Homeland Security US Citizenship & Immigration Svcs Continued ...</p>				

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Office of Information Technology 111 Massachusetts Ave, NW Suite 5000 Washington DC 20520 Amount: (b)(4) Accounting Info: FISMACM OIT EX 200500000 200000000000000000 GE258800 000000 Funded: (b)(4) Accounting Info: ITCATSO 000 EX 200200000 232003000000000000 GE258800 000000 (b)(4) Funded: (b)(4)</p> <p>Change Item 3003 to read as follows (amount shown is the obligated amount):</p>				(b)(4)
3003	<p>OPTION PERIOD 3 - ODC - Materials & Travel, to include all material handling fees authorized in DHS EAGLE Contract NTE: (b)(4)</p> <p>Delivery Location Code: CISOCIO Department of Homeland Security Citizenship & Immigration Services Chief Information Officer 5th floor #102 111 Massachusetts Ave NW Washington DC 20001 Amount: (b)(4) Accounting Info: FISMACM OIT EX 200500000 200000000000000000 GE258800 000000 (b)(4) Funded: (b)(4) Accounting Info: ITCATSO 000 EX 200200000 232003000000000000 GE258800 000000 (b)(4) Funded: (b)(4)</p> <p>Change Item 3003AA to read as follows (amount shown is the obligated amount):</p>				
3003AA	<p>OPTION PERIOD 3 - ODC - Materials & Travel - (Option Item) - This option item allows for a 20% increase to the ODC - Materials & Travel, CLIN 3003, during Option Period 3 and and at the discretion of the Contracting Officer may be exercised multiple times but not in excess of the total value of the option. NTE: (b)(4) Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery Location Code: CISOCIO Department of Homeland Security Citizenship & Immigration Services Chief Information Officer 5th floor #102 111 Massachusetts Ave NW Washington DC 20001 Amount: (b)(4) Accounting Info: FISMACH OIT EX 200500000 200000000000000000 GE258800 000000 Funded: (b)(4) Accounting Info: ITCATS0 000 EX 200200000 232003000000000000 GE258800 000000 Funded: (b)(4)				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. P00012		3. EFFECTIVE DATE 09/19/2014		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY USCIS Contracting Office Department of Homeland Security 70 Kimball Avenue South Burlington VT 05403		7. ADMINISTERED BY (If other than Item 6)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) BURKE CONSORTIUM INC 5500 CHEROKEE AVENUE SUITE 510 ALEXANDRIA VA 223122321		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 1019069720000 FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. HSHQDC-06-D-00065 HSSCCG-11-J-00332		10B. DATED (SEE ITEM 13) 09/30/2011	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 101906972+0000

The purpose of this no-cost modification is to;

Included in Section H - Special Clauses

OUTSOURCING NONCRIMINAL JUSTICE ADMINISTRATIVE FUNCTIONS

USCIS, referred to as the Authorized Recipient, is outsourcing to the Contractor the performance of noncriminal justice administrative functions involving the handling of criminal history record information (CHRI) pursuant to Title 28, Code of Federal Regulations, Part 906 and the relevant Security and Management Control Outsourcing Standard Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Arthur J. Nestle	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 9.19.2014

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NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>for Non-Channelers (Outsourcing Standard). The most current version of the Outsourcing Standard is incorporated into this contract and included as Attachment A.</p> <p>The Authorized Recipient's authority to submit fingerprints for noncriminal justice purposes and obtain the results of the fingerprint search, which may contain CHRI, is provided below:</p> <ul style="list-style-type: none"> • Executive Order 12829, National Industrial Security Program, January 6, 1993 • Executive Order 12958, Classified National Security Information, as amended • Executive Order 12968, Access to Classified Information, August 2, 1995 • Executive Order 13231, Critical Infrastructure Protection in the Information Age, October 16, 2001 • National Industrial Security Program Operating Manual (NISPO), February 2001 • DHS Sensitive Systems Policy Publication 4300A v2.1, July 26, 2004 • DHS Sensitive Systems Policy Publication 4300B v2.1, July 26 2004 • http://www.fbi.gov/about-us/cjis/cc/library/1.03_2010_nonchanneler_os.pdf • Criminal Justice Information Services (CJIS) Security Policy, Version 5.0, 02/09/2011, CJISD-ITS-DOC-08140-5.0 <p>This authority requires or authorizes fingerprint-based background checks of all applicants as required by the USCIS benefit desired and for potential USCIS employees as part of their background determination/adjudication prior to "entry on duty". The contractor agrees to keep all CHRI information private and not publish, use or disclose to any other individual or entity, either directly or indirectly.</p> <p>The specific noncriminal justice administrative function to be performed by the Contractor that involves access to CHRI on behalf of the Authorized Recipient is direct or indirect access to files or data (via systems access) that may include CHRI. The contractor shall comply with the Outsourcing Standard requirements and other legal authorities to ensure adequate privacy and security of personally identifiable information</p> <p>Continued ...</p>				

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	HSHQDC-06-D-00065/HSSCCG-11-J-00332/P00012	3	3

NAME OF OFFEROR OR CONTRACTOR
BURKE CONSORTIUM INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(PII) and CHRI results related to this contract, and will ensure that all such data is returned to the Authorized Recipient as soon as no longer needed for the performance of contractual duties.</p> <p>The contractor must utilize the "Statement of Understanding" (Attachment B) for all employees that are determined to have CHRI access as described above and maintain accurate/complete records to demonstrate compliance. The signed Statement of Understanding must be completed prior to the employee's entry on duty and annual thereafter. The contractor must certify annually on December 31st that they have complied with requirements as stated above and is subject to audit/review to ensure full compliance.</p> <p>All other Terms and Conditions remain unchanged. AAP Number: 64847 DO/DPAS Rating: NONE</p>				